

Pre-Deployment Checklist

FINANCIAL

- Budget (A good resource: financial counsellor/SISIP)
- Create an emergency fund
- Accounts & safety deposit boxes (online banking passwords, banking access, PIN #, keys, location of bank books, etc.)
- Investments
- Allotments
- Income tax
- Payment plan for monthly bills (phone/cell, cable, rent/mortgage etc.)
- Suspend deploying members cell phone plan or put on “vacation plan”

HOME

- Mortgage/rent renewal
- Property tax
- Home insurance
- Security – codes, company contact info
- Maintenance & warranties (seasonal care)
- Computer passwords (ex: create a password book)
- Extra house keys
- Lawn maintenance and snow removal

INFORMATION TO KNOW

- Members rank, service number, unit
- Mailing info for CAF member
- Care package drop off location(s)
- **Unit family support representative**
- Up-to-date MFRC Family Information Form submitted.
- **Edmonton Garrison Military Family Resource Centre 780-973-4011 ext. 6300**
- **Padres**
- Family Info Line: 1-800-866-4546
- CFMAP: 1-800-268-7708

HEALTH & WELLNESS

- Insurance (claim form and numbers)
- Dental plan (claim form and numbers)
- Medical records
- Emergency plan
- Family care plan
- Health cards
- R2MR for families (Road to Mental Readiness)(Talk about your absence)
- Vaccinations are UTD

LEGAL

- Will
- Important paperwork including court documents, marriage certificate, divorce papers, adoption papers, custody agreements, immigration papers
- Power of attorney
- Legal guardianship (children)
- Life insurance

- List of all important documents and where they are located
- Up-to-date documents for next of kin

SOCIAL MEDIA

- Up-to-date video chat software
- International texting and calling plan
- **Talk with CAF member/loved one regarding social media updates and operational security while deployed**

TRAVEL

- Passport for all family members
- Visa
- Immunizations up-to-date
- Letter of consent to travel outside of Canada alone with your child
- International Driver's License (if required)

VEHICLE

- Maintenance schedule & service records
- Insurance and renewal
- Registration & driver's license ***Reminder that renewals in Alberta are not mailed out**
- Mechanic – phone number/roadside assistance number/warranty info
- Seasonal care
- Storage
- Extra keys