

After the Fire is Out.

A fire can be one of the most tragic events in our life. Often when a fire strikes, the hardest part is knowing where to begin the recovery process of your home.

We have brought fourth this information to assist you in this time of need. We want to help reduce your fire losses. If you cannot find the help you need, call the Santa Monica Fire Department at 310-458-8660 and we will make every effort to assist you in locating the appropriate individual or agency who can help.

The Santa Monica Fire Department is dedicated to preventing the loss of life, property, and the environment from fire, medical, and other natural or man-made disasters through aggressive prevention, training, public education, and emergency response.

For a further look visit our website at <http://santamonicafire.org/Content.aspx?id=7642>

Important Phone Numbers



**Red Cross Santa Monica
Operations Center**

(855) 891-7325

**Non-Emergency Santa Monica Fire
Department**

(310) 458-8660

**Non-Emergency Santa Monica Police
Department**

(310) 458-8491

City of Santa Monica Fire Department

333 Olympic Drive Santa Monica, CA 90401

Phone: (310) 458-8660
Fax: (310) 395- 3395
E-mail: fire@smgov.net



Santa Monica Fire Department

Class 1



The Santa Monica Fire Department

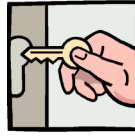
Presents

**After the Fire.
Returning to Normal.**



***Integrity, Courage, Compassion,
Leadership, Loyalty, Stewardship***

Checklist for the next steps after a fire.



Step 1- Securing the site

- Protect the fire site from any further damage by weather, theft, or vandalism. Do not leave the site unsecured. Board up companies can be found in a phone book or on the internet.
- If you are the owner, it is your responsibility to see that openings are covered against rain and entry. Make sure outside doors to the property can be locked and secured. The Fire Department will help secure the premises until responsibility can be handed over to the occupant or insurance company.
- If you are the occupant contact your real estate agent, property manager or landlord and inform them of the fire. If you cannot contact them and you need professional assistance in boarding the premises, a general contractor or a fire damage restoration firm can help. Check your phone book or the internet.
- Contact your own insurance agent to report the loss

Step 2- Cautions



- You must check with the fire department first to make sure your home is safe to enter.
- Household wiring which may have been water damaged should be checked by a licensed C-10 electrician before power is turned back on.

- Check for structural damage caused by the fire. Roofs and floors may be weakened. The local City Building Inspector may be able to help. Call the City Building and Safety Division at 310-458-8355 for assistance.
- Food, drink, and medicines exposed to heat, smoke, or soot may be discarded.
- Refrigerators and freezers left unopened will hold their temperature for a short time. However do not attempt to refreeze thawed items. Should it be necessary, the Fire Department will call for the services of the local gas and electricity providers to disconnect services before they leave the site.
- If a utility (gas, electricity or water) is disconnected, it is your responsibility to have the services checked and reconnected by a licensed contractor. Do not attempt to reconnect the service yourself. Save all receipts for your expenses related to the fire. You will need these to verify losses claimed with your insurance company.



Step 3 - Insurance Claims

- Make personal contact with the insurance claims manager.
- Advise the claims manager of loss or damage and give him / her, a forwarding address and telephone number if the circumstances have forced you to leave the damaged fire building.

- As soon as possible make an inventory of all household items both inside and outside the building that has been damaged. The inventory of damaged items will further speed the claim when the insurance assessor makes contact. Do not throw away any damaged goods until after the insurance assessor makes the inventory.
- Do not sign any contracts for repair services without first contacting your insurance company.



Step 4 - Leaving your home

- Check with your insurance company to find out whether you are entitled to stay in a hotel as part of a temporary housing clause in your policy, or how soon you might get an advance on your eventual insurance claim settlement.
- Provided it is safe to do so, try to locate the following to take with you: Personal identification, all medications, eyeglasses, hearing aids or other aids, valuables such as credit cards, check books, insurance policies, savings account books, computer hard drives or flash drives, money, and jewelry.

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Monica, CA 90401

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Fax: (310) 395- 3395

