

## Resources



# Index

<b>Hurricane Preparedness</b> .....	<b>2</b>
<b>Before Landfall</b> .....	<b>5</b>
<b>After the Storm: Tips &amp; Resources</b> .....	<b>7</b>
<b>Resources</b> .....	<b>10</b>

## About DBPR

A major source of our strength is Florida's businesses and professionals who are licensed by the Department of Business and Professional Regulation.

Housed in offices throughout the state and anchored in Tallahassee, our team is committed to serving more than one million licensees and the public they serve by *licensing efficiently and regulating fairly*.

We support the businesses that drive Florida's economy, and we are proud to license these professionals and businesses:

- |                                  |                           |
|----------------------------------|---------------------------|
| • Architecture                   | • Cosmetologists          |
| • Asbestos Consultants           | • Electrical Contractors  |
| • Athlete Agents                 | • Employee Leasing        |
| • Auctioneers                    | • Harbor Pilots           |
| • Barbers                        | • Home Inspectors         |
| • Boxing                         | • Interior Designers      |
| • Building Officials             | • Landscape Architects    |
| • Building Code Inspectors       | • Mold-related Services   |
| • Certified Public Accountants   | • Professional Geologists |
| • Community Association Managers | • Real Estate             |
| • Construction                   | • Talent Agents           |
|                                  | • Veterinarians           |

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## DBPR protects Florida residents and visitors

DBPR oversees certain regulated industries in Florida:

- Alcoholic Beverages
- Condominiums, Timeshares and Mobile Homes
- Hotels and Restaurants
- Pari-Mutuel Wagering and Slot Machines
- Tobacco Sales
- Yacht & Ship Brokers

The Department also protects some of Florida's most vulnerable residents by enforcing laws governing:

- Child Labor
- Farm Labor
- Unlicensed Activity



## Contact


Florida Department of  
Business and Professional  
Regulation


2601 Blair Stone Road  
Tallahassee, FL 32399


850.487.1395

[www.myfloridalicense.com](http://www.myfloridalicense.com)

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 DBPR Mobile App





# Hurricane Preparedness

Creating a disaster supply kit is an essential part of your family's preparedness plan.

## Home essentials

- ☐ Flashlights (at least one per person)
- ☐ Batteries for electronics and flashlights
- ☐ Ice chest with ice for food storage
- ☐ Battery-powered NOAA weather radio
- ☐ Grill with propane or fuel
- ☐ Car charger for mobile phones
- ☐ Toilet paper
- ☐ Waterproof matches and a lighter
- ☐ Sealed waterproof container
- ☐ Manual can opener and bottle opener
- ☐ Fire extinguisher
- ☐ Paper plates, bowls, cups, utensils and paper towels
- ☐ Clothing (include pants and a long-sleeved shirt)
- ☐ Duct tape, tarp, rope
- ☐ Garbage bags and zip-top bags
- ☐ Basic tool kit
- ☐ Blankets and a sleeping bag per person
- ☐ Soap, shampoo, hygiene products
- ☐ Candles
- ☐ Local maps
- ☐ Cash or checks
- ☐ Important documents (insurance, medical, social security cards, ID cards, emergency numbers)

## Water

- ☐ One gallon per person per day for at least four days
- ☐ One gallon for cooking per day for at least four days

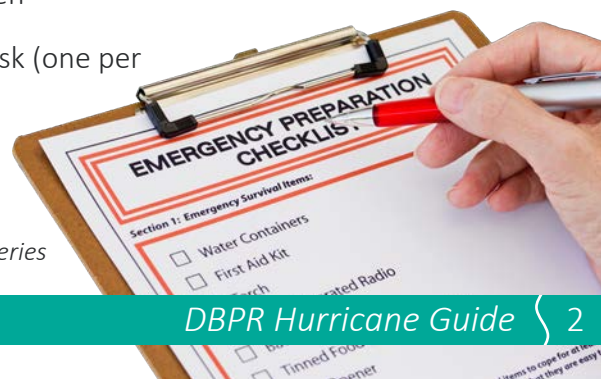
## Food

- ☐ Non-perishable packaged or canned food to last up to 14 days
- ☐ Ready-to-eat canned meats
- ☐ Canned fruits and vegetables
- ☐ Canned or powdered milk
- ☐ Cereal or oatmeal
- ☐ Canned soup
- ☐ Peanut butter and jelly
- ☐ Bread and crackers
- ☐ Baby formula/specialty food
- ☐ Instant coffee or tea
- ☐ Trail mix and granola bars
- ☐ Instant noodles
- ☐ Snack food

## First aid

- ☐ First-aid kit
- ☐ Two-week supply of prescription medications
- ☐ Two-week supply of vitamins/OTC medications
- ☐ Antibacterial hand soap
- ☐ Large pair of metal scissors
- ☐ Mosquito repellent
- ☐ Sunscreen
- ☐ Whistle
- ☐ Dust mask (one per person)
- ☐ Sanitary wipes

Source:  
Interstate Batteries





## Make a plan

### The basics

- List each person your plan will cover and each person's full contact information.
- List all supplies and equipment needed for each person in your plan. It may be 72 hours or more before help can arrive.
- Identify any health conditions or disability-related needs of your group and include instructions.
- Decide where you will go if evacuation becomes necessary.
- Plan your route and include alternate options.
- Make copies of financial, insurance and medical records and keep them with your emergency plan.
- Be sure children know and understand the emergency plan.
- Each person will need identification and contact information to carry with them in an evacuation, especially children and older adults.
- Include service animals and family pets in your plan.

### Create effective evacuation steps

- Be clear about where you will go in an evacuation. Decide if you will stay with friends or relatives in a safe location, stay in a hotel or motel, or go to a county-approved public shelter.
- If someone in your evacuation group needs basic medical care on a daily basis, a special needs shelter may be an option.
- Contact your county emergency-management office for more information.

Source: Florida Department of Health

## Protect your pets

As members of your family, your pets should have an emergency supply kit as well.

**Food.** At least a three-day supply in an airtight, waterproof container.

**Water.** At least three days of water specifically for your pets.

### Medicines and medical records.

**Important documents.** Registration information, adoption papers and vaccination documents. Talk to your veterinarian about microchipping and enrolling your pet in a recovery database.

**First aid kit.** Cotton bandage rolls, bandage tape and scissors; antibiotic ointment; flea and tick prevention; latex gloves, isopropyl alcohol and saline solution. Including a pet first aid reference book is a good idea, too.

### Collar or harness with ID tag, rabies tag and a leash.

**Crate or pet carrier.** Have a sturdy, safe crate or carrier in case you need to evacuate. The carrier should be large enough for your pet to stand, turn around and lie down.

**Sanitation.** Pet litter and litter box if appropriate, newspapers, paper towels, plastic trash bags and household chlorine bleach.

**A picture of you and your pet together.** If you become separated, a picture of you and your pet together will help you document ownership and allow others to assist you. Add species, breed, age, sex, color and distinguishing characteristics.

**Familiar items.** Familiar items such as treats, toys and bedding can help reduce stress for your pet.

Source: FEMA





# Disability planning

If you or someone you care for has a disability or special need, you may have to take additional steps to prepare yourself and your family.

## Here's what you need to get ready for an emergency or disaster.

**Form a personal support network.** These are the people you should involve in your emergency planning and can help you in an emergency situation. They include your nearby family, friends, caregivers, neighbors and coworkers. Be sure to give at least one trusted member of your support network a key to your house or apartment. Also, let members of your support group know where you store your emergency kit. Most importantly, don't rely on just one person. Have at least three people you can call on for help.

**Complete a personal assessment.** Make a list of your personal needs and your resources for meeting them in a disaster environment. Take into account what you will be able to do for yourself and what assistance you may need before, during and after a disaster. This should include daily living needs (personal care/ personal care equipment, adaptive feeding devices and electricity-dependent equipment), your ability to get around before, during and after a disaster (cleaning up disaster debris, transportation and blocked roads) and evacuating if necessary.

**Become informed.** Know about the specific hazards that threaten your community (hurricanes, tornadoes, wildfires, etc.), learn about community disaster plans and community warning systems and find out more about special-assistance programs. Florida citizens with disabilities and special needs should register with their local emergency-management office.

**Write it down.** Keep a copy of important phone numbers and other contact information for loved ones, medical providers and emergency services as part of your emergency communications plan.

**Create an emergency kit.** Your emergency kit should have supplies specific to your special needs.

## Other helpful tips

- Wear medical alert tags/bracelets to help identify your disability/special need.
- Practice how to quickly explain your condition and your adaptive equipment to someone who is helping you.
- Wheelchair-accessible users need to have more than one exit from their residence. Practice how to escape from your home.
- Know the size and weight of your wheelchair, and whether or not it is collapsible, in case it has to be transported.
- If you depend on dialysis or other life-sustaining treatment or equipment, know the locations and availability of more than one facility in your area.

*Source: Florida Division of Emergency Management*





# Before Landfall

## What to do as a storm approaches

- Download a smartphone app that can notify people where you are, and if you need help or are safe. The Red Cross has a Hurricane App available in the Apple App Store and the Google Play Store, as well as a shelter-finder app. A first-aid app is also available.
- Use hurricane shutters or board up windows and doors with 5/8-inch plywood.
- Bring outside items in if they could be picked up by the wind.
- Clear gutters of debris.
- Reinforce the garage door.
- Turn the refrigerator to its coldest setting in case power goes off. Use a cooler instead of opening freezer or refrigerator doors.
- Fill a bathtub with water.
- Get a full tank of gas in one car.
- Go over your evacuation plan with your family, and learn alternate routes to safety.
- Learn the location of the nearest shelter or nearest pet-friendly shelter.
- Put an ax in your attic in case of severe flooding.
- Evacuate if ordered and stick to marked evacuation routes, if possible.
- Store important documents – passports, Social Security cards, birth certificates, deeds – in a watertight container.
- Have a current inventory of household property.
- Leave a note to say where you are going.
- Unplug small appliances and electronics before you leave.
- If possible, turn off the electricity, gas and water for the residence.

Source: NOAA



# Evacuation tips

1. **If ordered to evacuate, do not wait or delay your departure.**
2. **Select an evacuation destination that is nearest to your home, preferably in the same county, or at least minimize the distance you must travel to reach your intended shelter location.**  
Keep in mind that hotels and other sheltering options in most inland metropolitan areas are likely to be filled very quickly in a large, multi-county hurricane evacuation event.
3. **If you decide to evacuate to another county or region, be prepared to wait in traffic.**  
The larger the storm, the greater the probability of traffic jams and extended travel times.  
  
If possible, make arrangements to stay with the friend or relative who resides closest to your home and who will not have to evacuate. Discuss with your intended host the details of your family evacuation plan well before the beginning of the hurricane season.
4. **If a hotel or motel is your final intended destination during an evacuation, make reservations before you leave.**  
Most hotel and motels will fill quickly once evacuations begin. The longer you wait to make reservations, even if an official evacuation order has not been issued for your area or county, the less likely you are to find hotel/motel room vacancies, especially along interstate highways and in major metropolitan areas.
5. **If you are unable to stay with friends or family and no hotels/motels are available, go to a shelter.**  
Remember, shelters are not designed for comfort and do not usually accept pets. Bring your disaster-supply kit with you to the shelter.
6. **Make sure you fill up your car with gas before you leave.**

Source: Florida Division of Emergency Management



# Hurricane hazards



**Storm surge** is the abnormal rise of water generated by a storm's winds. This hazard is historically the leading cause of hurricane-related deaths in the United States. Storm surge and large battering waves can result in large loss of life and cause massive destruction along the coast. Storm surge can travel several miles inland, especially along bays, rivers and estuaries.



**Flooding** from heavy rains is the second leading cause of fatalities from landfalling tropical cyclones. Widespread torrential rains associated with these storms often cause flooding hundreds of miles inland. This flooding can persist for several days after a storm has dissipated.



**Winds** from a hurricane can destroy buildings and manufactured homes. Signs, roofing material and other items left outside can become flying missiles during hurricanes.



**Tornadoes** can accompany landfalling tropical cyclones. Tornadoes typically occur in rain bands well away from the center of the storm.



**Dangerous waves** produced by a tropical cyclone's strong winds can pose a significant hazard to coastal residents and mariners. These waves can cause deadly rip currents, significant beach erosion and damage to structures along the coastline, even when the storm is more than 1,000 miles offshore.

Source: NOAA





# After the Storm: Tips & Resources

## Don't become the victim of an unlicensed activity scam

**Know what services require a state license.** Visit [www.myfloridalicense.com/DBPR/services-requiring-a-dbpr-license/](http://www.myfloridalicense.com/DBPR/services-requiring-a-dbpr-license/) to see a list of DBPR-regulated businesses and professions.

**Report unlicensed activity.** To report unlicensed activity, call DBPR's Unlicensed Activity Program Hotline at 866.532.1440; email [ULA@myfloridalicense.com](mailto:ULA@myfloridalicense.com); or download the free DBPR mobile app through iTunes or the Google Play app store.



### **Verify licenses before you hire or sign a contract.**

Always verify a professional's license online at [www.myfloridalicense.com](http://www.myfloridalicense.com); by calling 850.487.1395; or by downloading the free DBPR mobile app through iTunes or the Google Play app store.

**Be wary of individuals who only produce an "occupational license," or corporate filing.** An "occupational license" only means the person has paid a tax receipt to the local municipality.

**Use your best judgement when signing a contract and making payments.** Get everything in writing, including a detailed description of the work to be completed, a completion date and the total cost. Never pay cash in full before the work is completed and be cautious of writing checks to individuals, especially when dealing with a company.

## DBPR mobile app

Verify licenses or report unlicensed activity on the go!

Download the DBPR mobile app on iTunes or get it on Google Play!

Scan the QR code to learn more!





# Generator safety tips

## Fixed, installed generators

- Hire a Florida-licensed electrician to connect the generator to your house wiring using a transfer switch. This will prevent your generator from backfeeding utility lines and possibly causing damage to your generator when utility power is restored.



## Portable, gasoline-powered generators

- Thoroughly read and follow the manufacturer's instructions to ensure the safe operation of your generator and avoid dangerous shortcuts.
- Set it up outside, away from all open windows, including neighbors' windows, to prevent deadly exhaust from entering a home or business.
- Use a heavy-duty extension cord rated for outdoor use to keep the generator safely outdoors. If the appliance has a three-prong plug, always use a three-prong extension cord.
- Consider using a battery-operated carbon monoxide alarm to be alerted if carbon monoxide levels become dangerous.
- Connect appliances directly to it. Do not wire your generator directly to your breaker or fuse box.
- Turn off all connected appliances before starting your generator. Turn connected appliances on one at a time, never exceeding the generator's rated wattage.
- Don't touch a generator if you are wet or are standing in water or on damp ground.
- Never refuel a hot generator or one that is running – hot engine parts or exhaust can ignite gasoline.
- Ensure you have plenty of gas for operation stored safely in gas containers.
- Don't leave a running generator unattended; turn it off at night and when away from home.

Source: Florida Power & Light

# Storm-related services requiring Florida licensure

Below are some examples of common storm-related services that may or may not require a state license from DBPR.

This list is not intended to be comprehensive, and any additional or detailed questions should be directed to DBPR by calling 850.487.1395. Consumers should check with their local building departments to determine if there are additional permitting and/or licensing requirements for their area.

## Services that require a state license

- Roof repairs
- New or replacement roof
- Installing new windows
- Plumbing repairs
- Electrical repairs or rewiring

## Did you know?

Unlicensed contracting during a declared State of Emergency is a felony offense!

## Services that do not require a state license

- Trimming or removing a fallen tree
- Removing debris
- Placing a tarp on a roof
- Installing storm shutters



# Storm damage?

Follow these steps when making repair preparations.

**Contact your insurance agent.** Contact your insurance agent first to verify that your insurance covers the repairs before you sign a contract.

**Verify licenses before you hire or sign a contract.** Always verify a professional's license online at [www.myfloridalicense.com](http://www.myfloridalicense.com); by calling 850.487.1395; or by downloading the free DBPR Mobile app through iTunes or the Google Play app store.

**Use your best judgment when signing a contract and making payments.** Get a written estimate from several licensed contractors to compare costs. Make sure the estimate includes the work the contractor will do, the materials involved, the completion date and total cost.

Never pay cash in full before the work is completed and be cautious of writing checks to individuals, especially when dealing with a company.

## Be cautious of individuals who...

- Advertise without a license number
- Request cash only
- Use high-pressure sales tactics
- Lack a written contract
- Demand a full payment up front
- Solicit door to door

# Tips for hiring a state-licensed contractor

Licensed contractors have the appropriate education, the proper workers' compensation and/or liability insurance, and the necessary experience to complete your project.

Before hiring a contractor, ask to see their state-issued license. Also, verify the license number with DBPR and check for any complaints.

An occupational license does not qualify an individual to act as a contractor.

Being registered with the Division of Corporations as an Inc. or LLC does not qualify an individual or company to act as a contractor.

Get a written estimate from several licensed contractors. Make sure the estimate includes the work the contractor will do, the materials involved, the completion date and total cost.

Beware of contractors who claim to be the fastest or the cheapest. Hiring them could result in poor workmanship, inferior materials or unfinished jobs.

Check with your local building department for additional information about requirements for supplementary permits and licenses.



**Report suspected unlicensed activity!**

 866.532.1440

 [ULA@myfloridalicense.com](mailto:ULA@myfloridalicense.com)





# Resources

## Websites

- Florida Division of Emergency Management  
[www.floridadisaster.org](http://www.floridadisaster.org)  
🐦 @FLSERT
- Ready.gov  
[www.ready.gov](http://www.ready.gov)
- Federal Emergency Management Agency  
[www.fema.gov](http://www.fema.gov)
- Florida Special Needs Registry  
[www.snr.floridadisaster.org/Signin](http://www.snr.floridadisaster.org/Signin)
- Better Business Bureau, Florida Hurricane Guide  
[www.bbb.org/florida-hurricane-guide](http://www.bbb.org/florida-hurricane-guide)

## Hurricane hotlines

### Disaster and emergency information

- If you are in immediate danger,  
call 9-1-1
- Florida Emergency Information  
24-hour hotline\*  
800.342.3557
- For shelter information  
Text SHELTER and your  
zip code to 43362



- Florida Division of Emergency Management updates  
Text FLPREPARES to 888777
- American Red Cross  
800.733.2767
- Florida Attorney General's Price Gouging Hotline  
866.966.7226
- Florida Department of Financial Services  
Insurance Complaint Hotline  
877.693.5236
- Florida Department of Agriculture  
and Consumer Services  
800.435.7352
- DBPR's Unlicensed Activity Program Hotline  
866.532.1440
- Florida Department of Elder Affairs  
800.963.5337
- Federal Emergency Management Agency  
Disaster Assistance Registration  
800.621.3362  
TTY 800.462.7585
- Florida Volunteer and Donations Hotline  
800.354.3571
- Salvation Army Donations: clothing, furniture and  
household items  
800.728.7825

*\*This number is only operational during an  
emergency event.*

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Florida Department of Business  
and Professional Regulation

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[www.myfloridalicense.com](http://www.myfloridalicense.com)