



# Your SECURITY

News you can use to protect your life, family, home and property.

## Dear clients and friends,

We hope you and your loved ones had an enjoyable holiday season and are having a great start to 2007!

While we can't do much to help you drop a few pounds or keep some of the other New Year's resolutions you may have made, we can help with a big one. Keeping you, your loved ones and your home safe and secure all year long.

In this issue of *Your Security* you'll learn how and why to conduct a home inventory, how to set up a safe room in your home, what to do if confronted with an accidental poisoning, ways to keep from falling victim to an online crook, and more. We encourage you to take a few minutes to read through these ideas and put them to use. Doing so may just turn out to be the most important resolution you make all year.

As always, if we can be of service or answer any questions, don't hesitate to contact us. We're here to help!

## Do you have a home inventory?

What is the brand and model of the television set(s) in your home? What was the purchase price of your computer? What is the serial number of your digital cam-corder?

Could you answer these questions off the top of your head? Do you have this information documented in a safe location? If not, you need to conduct a home inventory.

### Why is a home inventory important?

In the event of a major loss, your insurance company will ask for specific information to process your claim. If you've already created a home inventory, this process will be much easier and faster. Without a home inventory you may not be able to provide the required information at all. This would likely mean you will receive less (or worse, no) compensation for your loss.

This information may also be required for a tax credit. And providing police with make, model and serial numbers will improve your chances for recovering stolen property.

### What and how to document Professional home inventory



companies are available. However, many people do it themselves using either a home inventory booklet or software program. However you decide to proceed, at a minimum you'll want to record the following information about each item:

- √ Description
- √ Brand/Model
- √ Serial Number
- √ Condition

In addition, you'll need to document the value of each item, including:

- √ Purchase Price

*continued on page 2*



## Important security lessons for children of all ages

- Teach young children to never admit a stranger into your home.
- Put local emergency numbers on or near your phone. Make sure your children know what they are for and how to use them.
- Teach young children how to answer the telephone so that they do not give out personal information such as name, home address, absence of adults, etc.
- Instruct younger members of your family not to open mail or packages without your permission.
- Show children how to exit the house in case of emergency and where the family will meet.

## Home Inventory

*continued from page 1*

- √ Replacement cost
- √ Current value
- √ Where and when purchased

Now that you know what you need to document, here's how to conduct the inventory:

- √ Systematically go through your home one room at a time. Don't forget the garage, patio, etc.
- √ List each item in the room, including the contents of desks, drawers, closets, etc. Take photographs or videotape as you go.
- √ Describe each item as completely as possible, recording the details discussed above.
- √ Keep the completed inventory off premises so it's not lost in the event of a fire or other disaster.

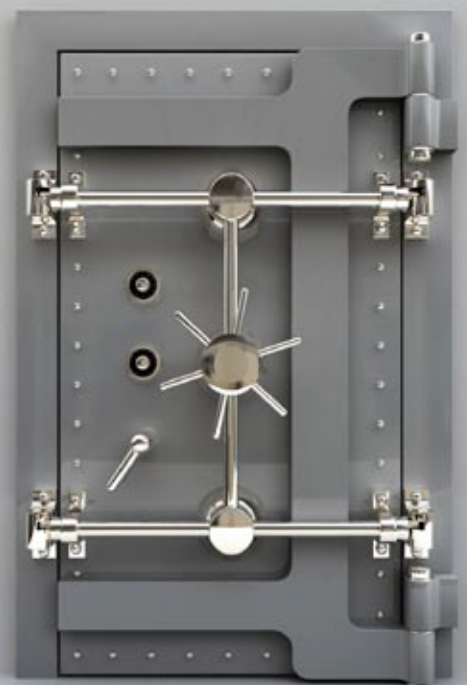
## How to set up a "safe room"

These days, the threat of home invasion is very real. So more and more families are setting up an ultra-secure room in their homes where they can retreat from intruders in an emergency.

Think of this room as a box with only one opening. The idea is to fortify this room enough to delay an intruder so an alarm can be activated or call made to summon the police or security.

To make a simple safe room, just select an interior room or large closet with no windows or skylight. Install a solid core wood or steel door and hang it so it opens outwards. Replace the wooden doorjamb with a steel one or reinforce the door trim with steel angle iron to prevent the door from being kicked open. On wood doorjambs, install three-inch screws in the door hinges and in heavy-duty, four-screw, lock strike plates that cut deep into the doorframe studs. Reinforce the doorframe air-gaps or shims to prevent an intruder from prying around the lock area.

Complete the room by stocking it with with a cell phone, flashlight, first aid kit, food and water. Also consider installing an additional alarm keypad with a panic alarm and an electrical outlet if one doesn't already exist.



# Poisoning: what you need to know

**A child is poisoned every 30 seconds in the United States. Knowing what to do when it happens can save a life.**

Sixty percent of all poisonings occur with children under the age of six. Many poisonings routine has been disrupted, such as a move, vacation or when a babysitter is present. involved in poisonings are drugs (prescription and over-the-counter), household and and cosmetics. Be aware that childproof caps are not really child proof. They are only and if a child is given enough time they will open the container.

occur when the daily household  
The most common products  
chemical products, plants  
child resistant



## First-aid steps:

1. Check and monitor the airway, breathing, and pulse. If necessary, begin CPR.
2. Determine if poisoning is the cause. It may be hard to tell. Some signs include chemical-smelling breath, burns around the mouth, difficulty breathing, vomiting or unusual odors on the person. If possible, identify the poison.
3. Only make the person vomit if instructed to do so by a poison control center.
4. If the person vomits, clear the airway. Wrap a cloth around your fingers before cleaning out the mouth and throat.
5. Roll the victim onto their left side and keep them in that position until medical help arrives.
6. If the poison has spilled on clothes, remove the clothing and flush the skin with water.

## DO NOT:

1. DO NOT give an unconscious victim anything by mouth.
2. DO NOT induce vomiting unless you are told to do so by the Poison Control Center or a doctor. A strong poison that burns on the way down the throat will also do damage on the way back up.
3. DO NOT try to neutralize the poison with lemon juice or vinegar, or any other substance, unless you are told to do so by the Poison Control Center or a doctor.
4. DO NOT use any "cure-all" type antidote.
5. DO NOT wait for symptoms to develop if you suspect that someone has been poisoned.

## CO: The silent killer

As important as they are, fire detectors alone are not enough. While they can detect smoke, they cannot detect carbon monoxide, a deadly gas that sends thousands of people to emergency rooms every year.

Carbon monoxide can come from malfunctioning appliances such as furnaces, dryers, and gas water heaters. And because it is colorless, tasteless and odorless it can be present without your knowing it's there.

If you don't already have carbon monoxide detectors in your home, contact us today to protect yourself and your family from this silent killer.

## Get help immediately

If you think someone has been poisoned, don't wait to get help from experts. Immediately call your local poison control center or 1-800-222-1222. This new national toll-free number works from anywhere in the United States, 24-hours a day, 365-days a year, and will connect you with one of the many poison control centers located across the country. Remember, every minute counts!

# Moving? Don't forget to let us know so we can transfer your security service to your new home.



# Don't get hooked by internet fraud

Thousands are scammed by online crooks every day. Here's how to keep from being "reeled in."

- √ Be alert for fraudulent (sometimes called "phishing") emails. They may appear to come from a reputable business or a trusted friend but are actually designed to trick you into downloading a virus to your computer or directing you to a Web site to disclose sensitive or personal information.
- √ Immediately delete any email that requests your personal information; do not reply to it. Reputable businesses never request personal information (such as Social Security or credit card numbers) via email.
- √ Never send your personal information via unsecured email. If a company you are doing business with needs information beyond your name, address, email address and phone number, they should provide you with a secure email form.
- √ If an email from an unknown or unsolicited sender contains an attachment of any kind, do not open it. Delete the email immediately.
- √ Be cautious when clicking on a link in an email that you receive from an unknown source. It may be fraudulent, even though the URL is identical to the actual company's Web site. To check the actual ownership of the destination page, open a new browser window (Internet Explorer or Netscape) and manually type in the URL provided in the email. If they don't match, immediately delete the email with the suspicious link.



8115 Broadway, Suite 101  
Everett, Washington 98203  
Tel: (800) 466-3850  
Email: [info@evergreensecurity.com](mailto:info@evergreensecurity.com)