



# **FAMILY EMERGENCY PREPAREDNESS PLAN**

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# INTRODUCTION



Regardless of your immigration status, everyone needs an emergency preparedness plan. Although we hope that it never has to be used, having a plan can help protect your family, your finances, and your assets.

This guide, updated May 2025, offers a framework for identifying steps you can take now to prepare for emergencies that can arise in the future, and seeks to connect you with resources in the Cleveland City and Bradley County, Tennessee area. It is inspired by the work of the Tennessee Immigrant and Refugee Rights Coalition, and would not have been possible without their tireless advocacy.

This guide does not constitute legal advice. If you have questions about your specific situation you should consult an attorney.



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# KNOW YOUR RIGHTS

All people documented and undocumented have rights according to the U.S. Constitution.

With **Local Police**, you have the right to:



#### **Remain Silent**

- You don't have to answer questions about what happened/what is happening.
- You are not required to mention details about your immigration status (where you were born, how you came to the U.S., etc.)

#### **Refuse a Search**

- If the police ask to search you or your car you can say NO, though in some situations the police do not need your consent.
- If the police start to search you or your car without asking, say "I do not consent to a search."

#### **Speak to a Lawyer**

- You always have the right to speak to a lawyer.\*
- You can refuse to sign any document without first consulting a lawyer.

\*Charges relating to immigration are reviewed by a civil, not criminal, court. Because of this, you are not guaranteed a free attorney and will not be appointed one. However, you always have the right to speak with an attorney.

If ICE approaches you **at home**:



**Do NOT open the door** – Without opening the door, **ask the ICE agents if they have an arrest warrant**. Ask them to slide it under the door. Make sure that any warrant is a judicial warrant and is signed by a judge.

**Remain Silent** – You have the right to remain silent. You can say the following statement to ICE agents: "**I exercise my right to remain silent under the 5th amendment.**"

#### **DO NOT sign any document**

**Document what is happening** – Take pictures or video of what's happening if able to do so. If not, take mental notes.

**Make a plan** – in case you or a loved one is detained. Have a plan ready for you and your family.

If ICE approaches you **in a public place**:



ICE does not need a warrant to search public spaces.

If approached by ICE or police in a public space, **YOU HAVE THE RIGHT TO REMAIN SILENT AND NOT ANSWER ANYTHING**

**DO NOT** give false information

Ask them, "**Am I free to leave?**" If yes, **start walking away calmly and slowly**. DO NOT panic or run away.

Remember, anyone has the right to **report and document** raids and arrests. You may be asked to maintain a certain distance, but you cannot be forced to stop recording.



# PRIORITIES TO CONSIDER

In case you are detained, it's important to already have a plan in place. Here are some key priorities we encourage you to consider and plan for now.

## **1. Prepare a folder with all the documents you need in case of an emergency**

- Talk with your family and children and tell them to memorize and carry with them the contact information of your emergency contact.

In the pages that follow, we provide a list of documents you may want to consider collecting and keeping in a safe place. We also provide worksheets to help you plan and communicate key information to your family and emergency contacts.

**2. Make sure your children know the plan** and whom they should call if you are detained or do not arrive home / at school pick-up / etc. We suggest making copies of the Family Emergency Card on page 16 for each child to carry with them.

**3. Speak with your children's schools and pediatrician.** Give your child's school and pediatrician your emergency contact's information, and grant your emergency contact permission to pick up and bring your child to and from school and appointments.

## **4. Make a list of your family's financial accounts and recurring expenses.**

Plan with your emergency contact to access your finances and pay your bills (or resolve your expenses) in case you are detained. (See Financial Emergency Preparedness worksheet on page 16.)

**5. If possible, start saving money.** If you are detained, you will likely incur additional expenses including legal defence, travel for children, bonds, etc. If you are able, start saving for these possibilities now.

**A plan only works if everyone knows how to implement it!**

Make sure that you and all your family members know and understand the plan.

# IF YOU ARE DETAINED

All people, citizens and non-citizens, have rights while in detention or police custody. These are guidelines on what you should and should not do if you are detained. We suggest reading this list carefully and committing it to memory. Although the threat of detention is extremely stressful, this is a critical time to remain calm and assert your rights.

**ASSERT YOUR RIGHTS.** Carry a Know Your Rights card with you and hand it to the arresting agents.

**You have the right to REMAIN SILENT.** You do not have to answer any questions, including about your immigration status. Do not lie about your immigration status.

**You have the right to SPEAK TO A LAWYER.** The government does not provide a free lawyer for immigration cases, so you will need to call law offices in order to hire an attorney. We suggest identifying and communicating with a lawyer now. Memorize their phone number.

**DO NOT SIGN any documents without speaking to a lawyer** first and understanding the consequences of signing it. You may be waiving your right to see a lawyer or judge, or agreeing to leave the U.S.

**ASK TO CALL YOU EMERGENCY CONTACT.** You may need to make arrangements for children or call into work. Have essential phone numbers memorized in case of emergencies.

**WRITE DOWN the name and phone number of the deportation officer** assigned to your case, as well as your Alien Registration Number, or A-Number.

**You have the right to CALL and RECEIVE VISITS** from a lawyer, your consulate, and your family once you are detained. Immigration should provide you with a phone number for your consulate and with a list of groups who may provide low-cost legal advice or representation.

**You have the right to request a copy of the DETAINEE HANDBOOK** if you are detained.

**Your family can FIND WHERE YOU ARE DETAINED.** Immigration has an online Detainee Locator System (<https://locator.ice.gov/odls/#/index>). They should have your full name and A-number ready. They can also contact the Detention and Reporting Information Line at 1-888-351-4024

**You have the right to ASK FOR A BOND,** in most cases. You can ask ICE to set a bond. If ICE does not set a bond or sets too high an amount, you can ask for a bond hearing with an immigration judge. If you cannot afford the bond amount, contact a bond fund. Check the Nation Bail Fund Network's Directory of Community Bail Funds (<https://www.communityjusticeexchange.org/en/nbfn-directory>)



detainee locator system



Directory of Community Bail Funds

# YOUR EMERGENCY CONTACT

It's important that you have someone you can trust to advocate for you and arrange your affairs in your absence. Here are some tips on who to choose as your emergency contact and what information you should give them.

**1. Choose someone you trust** – maybe a friend, family member, or a close neighbor – to designate as your emergency contact. Discuss your needs with them and agree upon what their role and responsibilities will be in an emergency.

When possible, we encourage you to choose an emergency contact who is a legal resident of the U.S. or a U.S. citizen.

**2. Memorize your emergency contact's phone number** and share it with your family. Include their name and number on your Family Emergency Preparedness worksheet on page 17.

**3. If you are detained, your emergency contact should be prepared to:**

- Get your folder with your Family Preparedness Documents (note: they may need a key to your home)
- Notify your family and pick up your children from school (note: you will need to identify them with the school ahead of time)
- Take steps to find you in detention. They can use the ICE detainee locator: <https://locator.ice.dhs.gov/odls/#/search> (see QR code on previous page). They should know your full name, date and place of birth, and your A-number if you have one.
- Contact your immigration lawyer or call the Tennessee Immigrants & Refugee Rights Coalition at **(615)414-1030**. Your contact should let them know you have been detained and give them the Family Preparedness documents.

**4. Fill out the Information for Emergency Contact worksheet on page 15, and give it along with any other necessary information to your chosen contact.**

**5. Consider providing your trusted contact with the Power of Attorney for your children and/or finances.** (see pages 6 & 7 for additional information)



# FINANCES & PROPERTY MANAGEMENT

## Who will take care of your home and/or finances in case of an emergency?

It's important to think through who will manage your finances and belongings in the event you are detained. How will the rent, your children's expenses, monthly bills, etc. be paid? Every situation is different, and you should think through what you and your family need in order to take care of your financial situation.

We know that every family's situation is unique. However, we've created a Financial Emergency Preparedness worksheet (page 17) to help you get started thinking about these important topics. Sit down with your partner, family, or trusted contact to review your important financial commitments and how they will be managed in your absence.





# WHAT TO KNOW ABOUT POWER OF ATTORNEY

## FOR THE CARE OF A MINOR CHILD

You may choose to prepare a "Power of Attorney for the Care of a Minor Child" in order to name a trusted caregiver for your children in the event you cannot care for them.

A Power of Attorney for the Care of a Minor Child document gives your chosen caregiver permission to make decisions and arrangements for your children regarding medical care and school.

Signing a Power of Attorney does not mean you lose legal custody of your child(ren), nor does it give custody to the caregiver.

It is very important to have a family conversation about the details of the Power of Attorney before authorizing it. Be sure that the caregiver you designate is a responsible person that both parents feel comfortable trusting with your children.

### How to Obtain a Power of Attorney for the Care of a Minor Child

- 1. Print and fill out the appropriate form.** Tennessee residents can find it here: [https://www.tn.gov/content/dam/tn/education/legal/legal\\_poa\\_minor\\_child\\_for\\_m.pdf](https://www.tn.gov/content/dam/tn/education/legal/legal_poa_minor_child_for_m.pdf)
- 2. Arrange to sign the forms with a Notary Public.** The form must be signed by both parents who have custody (or have an explanation as to why only one can sign) and the caregiver *in front of a Notary Public*.

A Notary Public is an official witness to a signature, elected by your county. You can find a Notary Public at most banks, though they may require an account to use their services. You may also request the services of the local Notaries listed on the Resources page.

- 3. Provide your caregiver with a copy of the Power of Attorney.** The caregiver may need to present the form to school administrators or medical providers. Store your original document with your other preparedness papers, and make sure your caregiver and everyone in the family knows where it is.



PoA Care of Minor Child  
Form



## OTHER TYPES OF POWER OF ATTORNEY

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To prepare for an emergency such as detention or deportation, you may also consider appointing a Power of Attorney for your financial accounts and assets.

However, you should exercise extreme caution in choosing a person that you authorize to make financial decisions through a Power of Attorney. This person will be able to see and dispose of your financial assets. Make sure it is a person you trust and that they receive clear instructions. We encourage speaking to a lawyer if possible before signing any of these documents.

There are many different types of Power of Attorney agreements, and choosing what's right for you is an important decision. Here's a brief overview of the main types.

**General:** This type grants broad authority to handle a wide range of legal and financial matters, including managing bank accounts, signing documents, and handling real estate transactions. It becomes invalid if the principal is incapacitated.

**Durable:** has the same coverage as a general POA but remains effective even if the principal is incapacitated.

**Limited:** grants specific powers for a defined period or task, such as handling a real estate transaction or managing business operations while the principal is incapacitated. The scope and duration are clearly outlined in the document.

**Springing:** only takes effect under certain conditions, such as detention or becoming incapacitated, as defined in the terms.

**Financial:** grants a designated individual the authority to manage the financial affairs of the principal.

**Motor Vehicle:** authorized an individual to handle vehicle-related tasks such as transferring title, registering a vehicle, or handling other paperwork.





# GOVERNMENT-ISSUED IDENTIFICATION

When possible, we recommend securing valid identification for yourself and your family.

In the unfortunate event that you are approached or detained by ICE, having proof of citizenship or legal residency will improve your chances of being released or avoiding detention. The following pages highlight key types of identification and how to obtain them.

We understand that there are many barriers to obtaining proper documentation, even for citizens and legal residents. Some of the requirements for securing government-issued ID may put individuals at risk, particularly those who do not have a legal resident status. Determining the risk vs. reward for pursuing official identification is a personal decision. We suggest carefully weighing the benefits and possible repercussions before beginning this process.

## PASSPORT

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### Children under 16

Full details on how to apply for a U.S. passport for a child under 16 can be found here: <https://travel.state.gov/content/travel/en/passports/need-passport/under-16.html> (see QR code on next page)

It's important to know:

- Both parents or guardians must apply with the child in person (parents not applying in person must fill out a Statement of Consent and present ID to a Notary Public)
- Both parents must have valid, government-issued identification (U.S. or foreign)
- You must provide evidence of U.S. citizenship for the child, such as a U.S. birth certificate
- A passport book costs \$135 for a first-time application for a minor.

### Children 16 or 17

There are fewer requirements for children 16 or 17 to apply for a U.S. passport. The complete steps for application can be found here:

<https://travel.state.gov/content/travel/en/passports/need-passport/16-17.html> (see QR code on next page)

It's important to know:

- Child must show evidence of U.S. citizenship and have government-issued photo ID
- One parent must show they are aware of the application
- For adults 16 and over, a first passport book currently costs \$165, and \$130 for renewal.

# PASSPORT (CONTINUED)

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## Adults 18 or Older

Currently, anyone born in the U.S. is an American citizen and can receive a passport. If your child or family member is a legal adult, they can follow the guidelines here to apply:

<https://travel.state.gov/content/travel/en/passports/need-passport/apply-in-person.html> (see QR code below)

It's important to know:

- You must apply in person for your first passport or if you were under 16 when your most recent passport was issued.
- For adults 16 and over, a first passport book currently costs \$165, and \$130 for renewal.



Child Under 16



16 or 17 years old



Adults 18 or older

## DUAL CITIZENSHIP

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If your child was born in the U.S., they may be eligible for dual citizenship in your country of origin. Contact your consulate for more information about obtaining dual citizenship and a passport for your child.

## BIRTH CERTIFICATE

You may decide that presenting a birth certificate is the best way to prove your U.S. citizenship or that of a family member, particularly a child. If you do not have the necessary birth certificates, you can request new copies be issued.

For individuals born in Tennessee, birth certificates can be requested online, by mail, or in person. More details are given below. For individuals born in other states, you can find information here: <https://www.usa.gov/birth-certificate> (see QR code below)



U.S. Birth Certificates



TN Birth Certificates



TN Birth Certificate Form

More details on receiving a Birth Certificate – and other certificates including Death, Marriage, and Divorce – in Tennessee can be found here: <https://www.tn.gov/content/tn/health/health-program-areas/vital-records/certificate.html#Online> (see QR code above)

It's important to know:

- Certificates cost \$15; you will need a check or money order if applying by mail.
- Only the individual or a parent, child, or spouse can request a copy of their birth certificate.

You will need to fill out an application, which asks for specific information.

You can view a copy of the TN application here:

<https://www.tn.gov/content/dam/tn/health/documents/vital-records/PH-1654-Application-For-Certificate-of-Birth.pdf> (see QR code above)



## DRIVER'S LICENSE

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Carrying a driver's license or Identification License can help you prove your citizenship or legal residency if approached by ICE.

The steps to obtaining a license differ depending on certain factors including whether you have had a driver's license before and whether your previous license was issued in a different state. Below, we have included links & QR codes to resources to help you get a regular driver's license, REAL ID, or Identification License.

**Regular Driver's License:** [https://www.tn.gov/safety/\\_driver-services/classd.html](https://www.tn.gov/safety/_driver-services/classd.html)

**REAL ID:** [https://www.tn.gov/safety/\\_driver-services/real-id.html](https://www.tn.gov/safety/_driver-services/real-id.html)

**Identification License:** [https://www.tn.gov/safety/\\_driver-services/idonly.html](https://www.tn.gov/safety/_driver-services/idonly.html)

It's important to know:

- You may obtain a Driver's License with a valid foreign passport only with proof of legal long-term residency.
- When applying for an Identification License for a minor, a guardian must be present and must provide a Social Security Number.
- A standard license or REAL ID costs \$28 in Tennessee.



Driver's License



REAL ID



Identification License

# APPLICATION FOR CANCELLATION OF REMOVAL

If you are residing in the U.S. and are not eligible for a path to citizenship or a green card, you may still have options. An Application for Cancellation of Removal and Review of Status for Certain Nonpermanent Residents", or EOIR-42b, allows undocumented permanent residents facing deportation to remain in the US under specific circumstances.

## About EOIR-42b

You must meet certain criteria to qualify:

1. You must have at least 10 consecutive years of residence in the U.S.
2. You have not been convicted of an aggravated felony.
3. You have a qualifying family member who would suffer "exceptional and extremely unusual hardship" from your deportation.

NOTE: There are some complex reasons that you might not be eligible. An attorney can check these out and advise you.

Because the application process is expensive, and because you will have to submit a significant amount of personal information, you should talk with an attorney about your qualifications before you start the process. Organizations such as Catholic Legal Immigration Network provide excellent help in this area. <https://www.cliniclegal.org/resources/why-cancellation-removal-will-soon-become-even-more-important>



Catholic Legal  
Immigration Network



# FAMILY PREPAREDNESS FOLDER CHECKLIST

## **Key Documents:**

- Birth certificates
- All passports
- Copies of any other forms of ID
- Educational degrees
- Marriage licenses or divorce decrees
- Copy of health insurance cards & any critical medical records

## **Children's Documents:**

- Passports (both U.S. and foreign, if possible)
- Birth certificates, with parents' names listed
- Children's social security cards
- Any child custody paperwork/legal documents
- Children's medical information, including current medications and health conditions
- Emergency numbers and important contact information, including pediatrician and caretakers
- Power of Attorney for child care
- Any other documents you want to be able to quickly find

## **Legal Documents (if they apply):**

- Immigration records: Visa, work permit, A#, deportation order, ICE paperwork, etc.
- Legal paperwork from lawyers you have worked with previously
- Police paperwork proving you were a victim of a crime
- Paperwork proving you were the witness of a crime in the U.S. and are cooperating in an ongoing investigation
- Paperwork of a pending civil rights complaint

## **Financial Documents:**

- Financial Power of Attorney (if applicable)
- Copies of ownership documents for vehicles
- Paperwork for your business, if a business owner (copies of business licenses, EIN, tax records, LLC, etc)
- Work paychecks
- House or property paperwork
- Lease to your rental property
- Rent payment receipts
- Military paperwork



# INFORMATION FOR EMERGENCY CONTACT worksheet

The information on this worksheet is designed to be shared with your emergency contact. We recommend discussing a plan with your contact as you complete the worksheet, then keeping this document, along with copies of any Power of Attorney contracts, in a safe place your contact can easily access.

## EMERGENCY RESPONSE

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If the worst happens and you are detained by ICE, your contact will need this information to initiate support for you.

### **Lawyer's Name & Phone Number**

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**TIRRC Advocacy Line:** 615-414-1030

### **Family members and/or partner to contact immediately**

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### **Location of emergency documents**

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### **Medications, food allergies, or other considerations you'll need while in detention**

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## LOCATING SOMEONE DETAINED BY ICE

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If someone you know has been detained by ICE, it's important to determine their location. ICE should maintain a record of all detainees (though there are recorded incidents in which the information has been incorrect).

You will need to following information to locate someone in the ICE database, located at <https://locator.ice.gov/odls/#/search>. (QR code)

**A-Number** \_\_\_\_\_

**Country of Birth** \_\_\_\_\_

OR

**First Name** \_\_\_\_\_

**Last Name** \_\_\_\_\_

**Country of Birth** \_\_\_\_\_

**Birthday (Month/Day/Year)** \_\_\_\_\_



**ICE Locator Database**

## PERSONAL AFFAIRS

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Not all of these questions will apply to every person. Use this as a guide to make a plan with your emergency contact.

### Children

Do you have children that will need to be cared for? If so, who will be in charge of their care?

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Child(ren)'s School(s) \_\_\_\_\_

Child(ren)'s Pediatrician \_\_\_\_\_

Do your children have any food allergies or take any daily medications? If so, what?

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Additional details (schedule, special needs, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Pets

Do you have any pets that need to be cared for? If so, who will be in charge of their care?

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Pet(s) Names \_\_\_\_\_

Vet contact \_\_\_\_\_

Other details (food, medicine, schedule) \_\_\_\_\_  
\_\_\_\_\_

### Family

Are there other members of your family that need to be checked on or depend on your assistance? We recommend introducing them to your emergency contact if they haven't met before.

Family member's name \_\_\_\_\_

Address & phone number \_\_\_\_\_

Other details (medicine, special needs, schedule, etc) \_\_\_\_\_  
\_\_\_\_\_

Family member's name \_\_\_\_\_

Address & phone number \_\_\_\_\_

Other details (medicine, special needs, schedule, etc) \_\_\_\_\_  
\_\_\_\_\_



# EMERGENCY FINANCIAL PREPAREDNESS worksheet

We recommend filling this out with your emergency contact and anyone else who needs to know this information like a partner or adult child. Consider, what are your monthly expenses and when do they need to be paid? What payments are critical and what can be missed? What is paid automatically and what needs to be sent in, to where, and how? You could also share your bank access info and/or Power of Attorney as applicable, and depending on your relationship and trust level with your emergency contact. This sheet should stay in the emergency folder with other confidential documents.

## Checking account

Name of Bank: \_\_\_\_\_

Account Number: \_\_\_\_\_

Automatic deposits? \_\_\_\_\_

Automatic withdrawals? \_\_\_\_\_

## Savings Account

Name of Bank or Credit Union: \_\_\_\_\_

Account Number: \_\_\_\_\_

Automatic deposits? \_\_\_\_\_

Automatic withdrawals? \_\_\_\_\_

## Cash

Secure Location: \_\_\_\_\_

Amount: \_\_\_\_\_

## Monthly Expenses

Rent amount & due date: \_\_\_\_\_

Where to send rent, or how to pay it: \_\_\_\_\_

Loans payment amounts & due dates: \_\_\_\_\_

How to pay loan payments: \_\_\_\_\_

Car payment amount & due date: \_\_\_\_\_

How to pay car payment: \_\_\_\_\_

Utilities amounts & due dates: \_\_\_\_\_

How to pay utilities: \_\_\_\_\_

Credit cards payments & due dates: \_\_\_\_\_

Health Insurance amount & due date: \_\_\_\_\_

Car insurance amount & due date: \_\_\_\_\_

Other payments (childcare, cell phone bills, internet, etc): \_\_\_\_\_

\_\_\_\_\_



# FAMILY EMERGENCY PLAN

This worksheet is designed to be filled out with your family and placed in a location that is easily accessible by children and family members. In an emergency, the completed sheet can be shared with a trusted adult. We strongly advise against sharing this worksheet with any ICE or Law Enforcement agents.

Emergency Contact Name\_\_\_\_\_

Phone number\_\_\_\_\_



## Medications and allergies

List any family member's medications or allergies that an emergency contact person should be aware of.

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## Location of emergency documents

You should have assembled your emergency documents (See list) and put them in a secure place. Either post their location or prepare the children so they know where to find the documents.

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## Neighborhood helper

If the emergency contact person is not immediately available, the children should contact this person and go to her/his house to wait rather than staying in the house alone.

Name \_\_\_\_\_

number \_\_\_\_\_



## What to do with pets

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TIRRC number: 615-414-1030

Call this number for emergency legal advice or other information.



# FAMILY EMERGENCY CARD

This card can be filled out and given to a child to keep with them. Cut it from the sheet and fold in half. You may choose to laminate the card or protect it some other way.

In an emergency, give this card to a trusted adult

My name is \_\_\_\_\_  
My parent or guardian is \_\_\_\_\_ and their phone number is \_\_\_\_\_  
My parent or guardian is \_\_\_\_\_ and their phone number is \_\_\_\_\_  
If you are not able to contact my parent(s) or guardian(s), please call my emergency contact, \_\_\_\_\_ at this phone number: \_\_\_\_\_

My emergency contact has permission to (check all that apply)

pick me up from school  check me out of school  
 take me to the doctor  make medical decisions on my behalf  
  
 Wait! I have special medical needs!  
I am allergic to: \_\_\_\_\_  
I require the following medication: \_\_\_\_\_  
and should take them at this time: \_\_\_\_\_  
Parent's signature: \_\_\_\_\_

In an emergency, give this card to a trusted adult

My name is \_\_\_\_\_  
My parent or guardian is \_\_\_\_\_ and their phone number is \_\_\_\_\_  
My parent or guardian is \_\_\_\_\_ and their phone number is \_\_\_\_\_  
If you are not able to contact my parent(s) or guardian(s), please call my emergency contact, \_\_\_\_\_ at this phone number: \_\_\_\_\_

My emergency contact has permission to (check all that apply)

pick me up from school  check me out of school  
 take me to the doctor  make medical decisions on my behalf  
  
 Wait! I have special medical needs!  
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I require the following medication: \_\_\_\_\_  
and should take them at this time: \_\_\_\_\_  
Parent's signature: \_\_\_\_\_

In an emergency, give this card to a trusted adult

My name is \_\_\_\_\_  
My parent or guardian is \_\_\_\_\_ and their phone number is \_\_\_\_\_  
My parent or guardian is \_\_\_\_\_ and their phone number is \_\_\_\_\_  
If you are not able to contact my parent(s) or guardian(s), please call my emergency contact, \_\_\_\_\_ at this phone number: \_\_\_\_\_

My emergency contact has permission to (check all that apply)

pick me up from school  check me out of school  
 take me to the doctor  make medical decisions on my behalf  
  
 Wait! I have special medical needs!  
I am allergic to: \_\_\_\_\_  
I require the following medication: \_\_\_\_\_  
and should take them at this time: \_\_\_\_\_  
Parent's signature: \_\_\_\_\_





# KNOW YOUR RIGHTS CARD

This card is designed to be cut from this page and kept with you at all times. If you are approached by an ICE agent or Law Enforcement agent, stay calm and remember your rights. Show this card to the agent.

**You have constitutional rights:**

- DO NOT OPEN THE DOOR if an immigration agent is knocking on the door.
- DO NOT ANSWER ANY QUESTIONS from an immigration agent if they try to talk to you. You have the right to remain silent.
- DO NOT SIGN ANYTHING without first speaking to a lawyer. You have the right to speak with a lawyer.
- If you are outside of your home, ask the agent if you are free to leave and if they say yes, leave calmly.
- GIVE THIS CARD TO THE AGENT. If you are inside of your home, show the card through the window or slide it under the door.

I do not wish to speak with you, answer your questions, or sign or hand you any documents based on my 5th Amendment rights under the United States Constitution. I do not give you permission to enter my home based on my 4th Amendment rights under the United States Constitution unless you have a warrant to enter, signed by a judge or magistrate with my name on it that you slide under the door. I do not give you permission to search any of my belongings based on my 4th Amendment rights. I choose to exercise my constitutional rights.

These cards are available to citizens and noncitizens alike.

**You have constitutional rights:**

- DO NOT OPEN THE DOOR if an immigration agent is knocking on the door.
- DO NOT ANSWER ANY QUESTIONS from an immigration agent if they try to talk to you. You have the right to remain silent.
- DO NOT SIGN ANYTHING without first speaking to a lawyer. You have the right to speak with a lawyer.
- If you are outside of your home, ask the agent if you are free to leave and if they say yes, leave calmly.
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# RESOURCES

Below are some of the resources available to the public, these individuals and agencies listed are committed to helping all people.

## IMMIGRATION SERVICES

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<p><b>Vive Immigrant, Refugee, and Minority Disparities Office</b> <a href="http://viveforadream.com">viveforadream.com</a> 1141 Guthrie Dr Suite 200, Cleveland, TN 37311 (423) 641-8100</p>	<p><b>Tennessee Immigrant &amp; Refugee Rights Coalition</b> <a href="http://tnimmigrant.org">tnimmigrant.org</a> 3310 Ezell Rd, Nashville, TN 37211 (615) 833-0384 Emergency line: (615) 414-1030</p>
<p><b>La Paz Chattanooga</b> <a href="http://lapazchattanooga.com">lapazchattanooga.com</a> 809 S Willow St, Chattanooga, TN 37404 (423) 624-8414 <a href="mailto:info@lapazchattanooga.org">info@lapazchattanooga.org</a></p>	
<p><b>National Immigration Law</b> <a href="http://centernilc.org">Centernilc.org</a></p>	<p><b>Catholic Legal Immigration Network</b> <a href="http://cliniclegal.org">cliniclegal.org</a></p>

## NOTARY PUBLICS

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<p><b>Robin Tirey</b> (239) 464-2037</p>	<p><b>Wendy Wilds</b> (423) 457-7907 <a href="mailto:wendywilds1977@gmail.com">wendywilds1977@gmail.com</a></p>
<p><b>The Ups Store, Cleveland</b> 114 Stuart Rd NE, Cleveland, TN 37312</p>	<p><i>Most banks have a Notary Public on hand but may require an account to notarize without a fee.</i></p>



# RESOURCES (continued)

Below are some of the resources available to the public, these individuals and agencies listed are committed to helping all people.

## OTHER RESOURCES

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### The Caring Place

Food & clothing distribution, financial support  
[thecaringplaceonline.org](http://thecaringplaceonline.org)  
2400 Bower Ln SE, Cleveland, TN 37311  
(423) 472-4414

### St. Therese of Lisieux

Food distribution  
[sttheresecatholicchurch.org](http://sttheresecatholicchurch.org)  
900 Clingen Ridge Dr NW, Cleveland, TN 37312  
(423) 476-8123





this resource was created by the  
Sojourner Allies of Cleveland, TN