



201 Shady Lane Drive • Wadena, MN 56482  
P: 218-631-1391 • F: 218-632-5028



1-15-2018

RE: Fair Oaks Lodge Emergency Preparedness Plan

The enclosed information is in regards to Fair Oaks Lodge Emergency Preparedness plan. We are requesting your partnership in case of an emergency. Please sign and return the Memorandum of Understanding to Fair Oaks Lodge.

Fair Oaks Lodge  
Attn: Administration  
201 Shady Lane Drive  
Wadena, MN 56482

Thank you again for your partnership and please give me a call if you have any questions.

Sandy Larson  
Administrator  
218-631-1302

## Memorandum of Understanding

This agreement is made between Fair Oaks Lodge and Verndale School, an organization hereinafter referred to as Auxiliary Organization.

Facility Contact Telephone Number: 218-631-3691

Auxiliary Organization Contact Telephone Number: 218-445-5184

In the event of a disaster or emergency affecting Fair Oaks Lodge, we may reach out to the Auxiliary Organization who may provide the following (as listed below) to the Facility. The extent of the support will be dependent upon the availability of resources.

- Housing/ shelter within county, Address: 411 South Brown Street, Verndale, MN 56481
- ◇ Housing/ Shelter outside county, Address:
- ◇ Transportation within county, \_\_\_\_\_
- ◇ Transportation outside county, \_\_\_\_\_
- ◇ Water
- ◇ Fuel
- ◇ Generator use or rental
- ◇ Medical Supplies
- ◇ Pharmacy Supplies
- ◇ Other
- ◇ List any equipment

This agreement shall become effective on Friday, January 12th, 2018 and shall continue in effect indefinitely but may be terminated by either party with a sixty (60) day written notice to the other party of its intentions

Signature: <i>Sandy Larson</i>	Signature:
Title: <i>Administrator</i>	Title:
Organization: <i>Fair Oaks Lodge</i>	Organization:
Date: <i>1-15-2018</i>	Date:

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- ◇ Other
- ◇ List any equipment

This agreement shall become effective on Friday, January 12th, 2018 and shall continue in effect indefinitely but may be terminated by either party with a sixty (60) day written notice to the other party of its intentions regarding any amendments or termination.

Signature: <i>Sandy Larson</i>	Signature:
Title: <i>Administrator</i>	Title:
Organization: <i>Fair Oaks Lodge</i>	Organization:
Date: <i>1-15-2018</i>	Date: