

FIRE PROCEDURES

For your safety, it is vital that you familiarize yourself with the correct procedures in case of fire. The locations of fire exits nearest to your room are shown on the plan affixed to the inside of your room door. NEVER USE THE ELEVATORS IN CASE OF FIRE.

STAY CALM! DO NOT PANIC!

LISTEN FOR INSTRUCTIONS OVER THE INTERCOM.

IF FIRE IN YOUR ROOM

1. Leave room immediately.
2. Close door behind you.
3. Activate the nearest fire pull station.
4. Use corridor phone to advise the operator.
5. Leave area using nearest fire exit.

DO NOT USE THE ELEVATORS!

IF FIRE IN CORRIDOR, DETECTED WHILE YOU ARE IN YOUR ROOM

Call operator from your room AND GIVE ROOM NUMBER.

Touch inside of door and doorknob. If they are NOT HOT, open door with caution and inspect the corridor. If smoke is not too thick, and you see a clear path to the fire exit, leave quickly. Be sure to take your room key and close the door behind you.

DO NOT USE ELEVATORS!

3. If door and doorknob are too hot or smoke too thick in the corridor for you to proceed safely to the nearest exit, place wet towels around door frame to keep out smoke. Stay in your room until help arrives.

IF FIRE DETECTED WHILE YOU ARE IN THE CORRIDOR

1. Activate the nearest fire pull station.
2. Use corridor phone to advise the operator.
3. Leave area using nearest fire exit.

DO NOT USE THE ELEVATORS!

YOUR CO-OPERATION WILL HELP US ALL!

SECURITY IS EVERYONE'S BUSINESS!