**EMERGENCY NOTIFICATION: PLEASE READ**

**ALL EMERGENCIES:**

Building Personnel Contacts Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**In An Emergency**

**911: Emergencies** Call 911 when you are in immediate danger, there is a fire on the premises, you witness a crime in progress or if you have a serious injury or life-threatening medical condition.

**Contacting The City**

**311: City Information** Call 311 (TTY: 212-504-4115) or visit [www.NYC.gov](http://www.NYC.gov) when you need access to non-emergency services or information about government programs. Do not call 311 for emergencies. If you have special needs and need assistance to evacuate, contact the City at 311. Persons with special needs may also find information online at the Office of Emergency Management’s website; [www.nyc.gov/oem](http://www.nyc.gov/oem).

**To Report A Utility Outage**

Con Edison 24-hour hotline: 800-752-6633 (TTY: 800-642-2308)

LIPA 24-hour hotline: 800-490-0075 (TTY: 631-755-6660)

National Grid 24-hour hotline: 718-643-4050 (TTY: 718-237-2857)

**BUILDING UTILITY OUTAGE**

 □ Not applicable, OR

 □ During the current utility outage, the following services will be provided to building occupants:

 □ Drinking water

 □ This building utilizes a water pump – please conserve water by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 □ Corridor, egress and common area lighting

 □ Fire safety and protection

 □ Elevator service

 □ Cell phone chargers are located at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 □ Hot water

 □ Heat

 □ Air Conditioning

**EMERGENCY EVACUATION EVENT**

 □ Not applicable, OR

 □ This building IS NOT located in an emergency evacuation zone; or

 □ This building IS located in emergency evacuation zone number \_\_\_\_\_\_\_\_\_\_\_.

The nearest designated evacuation center is located at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**HIGH WIND EVENT**

 □ Not applicable, OR

□ All non-permanent objects such as furniture and flower pots must be removed from the roof, balconies and any other outside platform or window.

**ADDITIONAL INFORMATION:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_