

Fire & Safety

In Case of a Fire . . .

If a fire begins in your room . . .

Report it to the Hotel Operator immediately and then only try to put it out if you're sure you can handle it. If you are at all in doubt, leave your room and close the door behind you to keep smoke and flames out of the corridor. Sound the alarm and alert your neighbors.

If a fire starts in another part of the building . . .

You may be alerted by an alarm, yelling in the corridor, a phone call or the sound of fire engines outside.

Here's what to do in easy steps . . .

1. **Grab your key and go to the door.** If there is any evidence of smoke in the room, roll out of your bed and crawl to the door. Don't stand; smoke will rise.
2. Feel the door with the palm of your hand. If the door or knob is hot . . . don't open it. If the door is not hot, open slowly and be ready to slam it shut if necessary.
3. Check the Hall. If everything is clear, walk to the nearest exit. If there is any smoke in the corridor, crawl into the hallway. Close the door behind you to protect your belongings. Do not attempt to pack first. Stay close to the wall so you can count the doorways to the exit. If the nearest exit or stairway is blocked, use an alternate one. **Remember, don't use the elevator.**
4. Walk down to the ground level. Fires generate heat and smoke . . . "Don't Panic". Hold onto the handrail for guidance and protection against being knocked down by exiting occupants. If fire or smoke is dense at lower levels, turn around and walk up to clearer air.

WHAT TO DO IF ROOM DOOR IS HOT OR SMOKE IS DENSE IN HALL.

Don't panic. Here are some things you should do:

1. Open window to vent room if there is any smoke. If you are on first or second floor you may be able to drop to the ground safely. If you are up any higher, you are usually better off staying put.
2. Let someone know you are in the room. If the phone works, call for help. Hang a bed sheet out the window to signal firefighters, but don't try to climb down.
3. Fill the tub with water. It might be needed for fire fighting.
4. Wet towels and sheets. Put around doors and cracks to prevent smoke from seeping in. Use your ice bucket to bail water if necessary.
5. Get fresh air. Make a tent over your head with a blanket at a slightly opened window to get fresh air. If the windows do not open, you may have to break one out with a chair or drawer. If heat and flames are rising outside the window from a lower floor, don't breathe smoke-laden air.
6. As a last resort you may be forced to leave by the best exit, but remember to keep low.

Safety & Security

For your safety and security, we suggest while you are staying with us or in any hotel, you should use the same safety precautions that you practice in your own home. Any member of our staff is available if you have any concerns or questions.

- Do not leave your luggage unattended while checking in or out.
- Do not give your room number to anyone.
- Call the Front Desk to verify the identity of room service and repair persons if you did not call for them.
- Deposit valuables in the Lodge safe at the front desk. Never leave cash or other valuables in your room.
- Lock your luggage when left in the room or in storage.
- Know how to double lock your room door.
- Use the door viewer to identify anyone trying to gain entry to your room.
- Report any suspicious activity/person(s) to security. Touch the Hotel Operator button and ask for the Manager on Duty



Safety & Security

Check the Exits

When you get to your room, take a few moments to check out possible escape routes.

Walk down the corridor and find the fire exits.

Remember, never use the elevator during a fire- the call buttons may take you to a floor filled with smoke or flames.

Check out the exits to make sure they are usable! Do the doors open? Are the stairways clear?

Count the doorways and any other features between your room and the exits. If the corridor is dark and full of smoke, you'll need to know your way as you crawl along the wall to the exit.

Check the Location of the Fire Alarm

This hotel has a fire alarm system; find the nearest fire alarm. Be sure you know how to use it. You may have to activate it in the dark or in dense smoke.

Check Your Room

It's important to know the layout of your room because you may have to stay in it if smoke in the corridor cuts off your escape. People can survive through a hotel fire by remaining in their rooms protected against smoke and gases while awaiting rescue.

Begin by putting your room key close to where you sleep so you can find it easily. You will need it to get back into your room if smoke or fire blocks your exit. You may want to keep it in your pants pocket or on the night stand.

Try the Windows

Do they open? How do the latches work? Which one would you use in an emergency?

Look out the window to see what's outside. Is escape possible? You may be only a few feet from the ground and you can get out this way if the hall is not usable. If you are on an upper floor, there may be a roof or deck within safe dropping distance. Dropping from more than two floors usually results in injury.

TIP TO TRAVELERS:

It's a good idea to always pack a flashlight in your suitcase. You may need it to guide yourself through smoke or darkness.

Emergency Procedures

Tornado Warning

A warning means a tornado has been sighted in our county. Our staff will alert all guests utilizing an in-house emergency paging system and calmly move everyone into the lower levels of the Lodge or into the hallways. It is important to stay away from windows which could implode and cause serious injury. For your own safety, remain in the shelter until the "all clear" signal has been given.

Power Outage

Our staff will give instructions to all guests via our internal emergency paging system. A flashlight will be available for all occupied guest rooms. Several common areas of the Lodge will become gathering places for guests who will be briefed by Lodge staff as to the status of the power outage and when to expect power to be restored.

