Safety & Security

The enjoyment of your stay is of the utmost importance to those of us who welcome you as our guest. To promote greater safety for you and the security of your personal property, we urge you to take advantage of the following suggestions:

**Deadbolt Locks & Safety Chains:** Upon entering your room, use the deadbolt provided on your door. This will prevent the door from being opened by a regular room key. As an additional precaution, please secure the safety chain or bar lock. Always make sure that your room door is locked whenever you leave your room.

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**Guest Room:** After securing the entrance door to your room, also ensure that the connecting room door is closed and locked. Check any operable window or sliding glass door to ensure that it is locked. While occupying your room, never leave the door open or unlocked.

Admittance to Room: Do not open your door or admit persons to your room without first positively identifying them. Use the "peep hole" provided in your door to do that. If there is any doubt about the person's true identity, or why they are seeking entrance to your room, contact the front desk. If you have not called for service and a motel employee phones or shows up at your door, verify with the front desk that the employee should be at your room.

**Keys and Other Valuables:** Do safeguard your key. Upon departure, be sure to leave it with the desk clerk. Do not leave it in your room or in the door. Do not give your key to others. Avoid displaying money, jewelry, or other valuables in public areas.

**Parking Lot and Other Motel Areas:** Be observant. Look around before you go outside of the motel. If you see anything suspicious, inside or outside, do not continue into the area. Immediately notify the motel staff. Visually check the interior of your vehicle before entering it. Do not leave valuable items in your vehicle. Remember to lock your vehicle when leaving it.

# Fire Safety Procedures

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## 1 Locate Two Exits

Count the doorways and note other features between your room to the exits. Make sure exits are unlocked and unobstructed.



#### 2 Locate Fire Alarm Nearest Your Room

Be sure you know how to activate the alarm as it may be dark or the hallway filled with dense smoke. Make sure exits are unlocked and unobstructed.

#### Room Key is Important Tool to Survive Fire

Always place the room key close to where you sleep or where it could easily be found in the dark. You'll need the key to get back into your room should smoke or fire block your exit route.

#### In Case of Fire, Act Quickly

If the fire is in the room, get out and close the door. Once out report the fire to the front desk or activate the fire alarm.



#### 5 If The Fire is Not in Your Room, Leave If You Can

First, feel the door and door knob with your hand, if it's cool, open it slowly and proceed to the nearest emergency exit.

#### Never Use an Elevator During a Fire



In case of fire, please use the exit stairs.

### 7 If the Room Door is Hot, Do Not open it

Your room is most likely the safest place to be. Dial 9 for outside line then call Fire Department and report the fire and your location. Remain calm and turn off bathroom fan, air conditioner or heater fans. Hang

a sheet in the window or balcony to signal your location. Note window latches and how they open. Wet towels and seal bottoms of door and heater/air conditioner vents. Wait to be rescued.

#### Crawl Low in Smoke

Smoke rises and in the freshest air will be low, next to the floor. Place a wet towel over your mouth and nose. Stay



close to wall as you progress to the emergency exit. Should you encounter heavy smoke or fire descending the stairway, find another exit or go back to your room.

We care about our guests' safety, but fires can happen. You should be familiar with what to do in a fire, just in case, guarding against panic. Panic is usually the result of not knowing what to do. If you have an escape plan and adapt it to the emergency, you greatly increase your chances of survival.



