

Emergency Protocols for [Rental Property Address]

Dear [Tenant's Name],

We hope this message finds you well. As part of our commitment to ensuring your safety and well-being, we have established an emergency protocol for our rental properties.

Emergency Contacts

- Property Manager: [Name] - [Phone Number] - [Email Address]
- Maintenance Service: [Company Name] - [Phone Number]
- Local Emergency Services: 911

In Case of Emergency

If you experience an emergency, please follow these steps:

1. Ensure your safety and that of others.
2. Contact local emergency services if necessary.
3. Notify the property manager as soon as possible.

Types of Emergencies

For the following emergencies, please follow the specific instructions:

- **Fire:** Evacuate the premises immediately and call 911.
- **Water Leak:** Shut off the main water supply if safe to do so and contact maintenance.
- **Heating/Cooling Failure:** Notify the property manager during business hours; for after-hours emergencies, contact maintenance as listed above.

Non-Emergency Maintenance

For non-emergency maintenance requests, please reach out to the property manager via email or phone.

Thank you for your attention to these protocols. Your safety is our top priority.

Sincerely,

[Your Name]

[Your Title]

[Property Management Company Name]
[Contact Information]