

Emergency Procedures for Conference Guests

Dear Conference Guests,

We prioritize your safety and well-being during your stay. Please familiarize yourself with these emergency procedures:

Emergency Contact Information

- Emergency Services: Dial 911
- Conference Help Desk: 555-0123

Emergency Exits

Emergency exits are located at:

- Main Entrance
- Room B Exit
- Back Lobby Exit

Fire Evacuation Procedures

1. Remain calm and assist others if safe to do so.
2. Follow the exit signs to the nearest emergency exit.
3. Do not use elevators.
4. Gather at the designated assembly point in the parking lot.

Severe Weather Procedures

In case of severe weather:

- Listen for announcements.
- Move to designated shelter areas.

Thank you for your attention. Your safety is our utmost priority.

Sincerely,
The Conference Organizing Team