

High-Rise Condominium Safety Protocols

Date: _____

To: All Residents

From: **Management Office**

Dear Residents,

In light of recent events and to ensure the safety and well-being of all residents in our community, we would like to remind you of the following safety protocols that are to be observed at all times:

Emergency Exits

- Familiarize yourself with the location of emergency exits on your floor.
- Ensure exits are not obstructed and are easy to access at all times.

Fire Safety

- Do not use elevators during a fire emergency.
- Participate in scheduled fire drills and familiarize yourself with the fire alarm system.

Visitor Protocols

- All visitors must sign in at the lobby and display a visitor badge.
- Notify management of any suspicious activity or individuals.

Personal Safety

- Keep common areas clean and report any hazards immediately.
- Do not leave personal belongings unattended in public spaces.

Your cooperation is crucial in maintaining a safe living environment. Please review these protocols regularly and feel free to reach out to the management office with any concerns or questions.

Sincerely,

Condominium Management