

Emergency Exit Directions

Dear Residents,

In case of an emergency, please follow the directions below to ensure your safety:

Emergency Exits:

- Exit 1: Located at the end of the hallway on the first floor.
- Exit 2: Stairwell B, accessible through the main lobby.
- Exit 3: Back door leading to the parking lot.

Evacuation Procedures:

1. Remain calm and assess your surroundings.
2. Proceed to the nearest exit quickly and safely.
3. Do not use elevators during an emergency.
4. Assist others if it is safe to do so.
5. Once outside, move to the designated assembly area.

Important Contacts:

For emergencies, dial 911. For building management, contact the office at (555) 123-4567.

Thank you for your attention and cooperation.

Sincerely,
Management