

EMERGENCY CONTACT UPDATE

Each dwelling in Fort Lee has been asked to provide an updated list of individuals who are in residence. Fort Lee Borough Fire and Emergency Management Offices need this information in the event of an emergency.

Required information will allow us to ensure we have the most up to date information. This will facilitate easy access in the event of an emergency.

In addition, forms that will notify borough officials of individuals who might need additional assistance in the event of a fire or other emergency such as children or the handicapped can be requested from Fort Lee Fire Prevention at **www.FortLeeFire.org** or **201-592-3584**. Please take the time to fill out these forms that might save lives if needed.

An Emergency Information Form (on reversed side of this page) should be completed and returned to the Business office at **3091 Edwin Ave.** or emailed to **office@1170aptpcorp.com**. The information provided will be kept confidential, except for the required sharing with the Fort Lee Fire Department and Fort Lee Office of Emergency Management, as part of a mandatory emergency plan.

In the event this information changes, please request a new form in order to keep this emergency information updated.

A duplicate set of keys is requested in order to provide emergency services to you when needed. If you do not provide a set of keys, it will take longer to assist you in the event of an emergency. In addition, all fees incurred will be the responsibility of the shareholder.

Thank you for your cooperation.

EMERGENCY INFORMATION: The information on this form is requested in order to serve you better in the event of an emergency. By having this information available in the Management Office and also in Fort Lee Emergency Offices, we can respond promptly to your needs and those of your family.

SHAREHOLDERS/TENANTS:

NAME: _____ HOME PHONE #: _____
ADDRESS: _____ WORK PHONE#: _____
EMAIL ADDRESS: _____

SPECIAL LIFE SUPPORT EQUIPMENT: YES: _____ NO: _____

NAME: _____ HOME PHONE #: _____
ADDRESS: _____ WORK #: _____
EMAIL ADDRESS: _____

SPECIAL LIFE SUPPORT EQUIPMENT: YES: _____ NO: _____

ADDITIONAL OCCUPANTS IN THE UNIT:

NAME: _____ PHONE #: _____
D.O.B: _____

NAME: _____ PHONE #: _____
D.O.B.: _____

NAME: _____ PHONE #: _____
D.O.B.: _____

PERSONS TO BE CONTACTED IN CASE OF AN EMERGENCY:

NAME: _____ HOME PHONE #: _____
ADDRESS: _____ WORK PHONE #: _____
REALTIONSHIP: _____

NAME: _____ HOME PHONE #: _____
ADDRESS: _____ WORK PHONE #: _____
REALTIONSHIP: _____

Should you wish information on either tot or handicap finder programs, which will alert emergency services of the presence of individuals who will require special assistance, contact Fort Lee Fire Prevention at www.FortLeeFire.org or 201-592-3584.