



A GUIDE TO HOTEL FIRE SAFETY

HOTELS AND MOTELS IN THE UNITED STATES ARE BUILT AND MAINTAINED IN ACCORDANCE WITH RIGOROUS STANDARDS. THE POSSIBILITY THAT GUESTS MIGHT FIND THEMSELVES THREATENED BY FIRE IS EXTREMELY REMOTE, BUT KNOWING THE SIMPLE SERIES OF PROCEDURES OUTLINED ON THIS PAGE IS A GOOD IDEA --- A FIRE CAN HAPPEN AT ANY TIME

PRE- PLAN YOUR ESCAPE ROUTE

- 4 As soon as you check in, begin to plan your escape in case of fire. When you get to your room, take a few moments to locate escape routes.
- 4 Walk down the corridor and find the nearest and alternate exits or exit stairways.
- 4 Count the doorways, turns in corridors and any other features between your room and the exits.
- 4 Find the nearest fire alarm. Most frequently it will be located near the exit or stairwell door. Read the instructions on how to use it.
- 4 Now read the Emergency Evacuation Instructions posted on the inside of your suite or bedroom door.

IF A FIRE BEGINS IN YOUR ROOM

Leave your room and close the door behind you to keep smoke and flames out of the corridor. Sound the alarm. Leave the building by the nearest exit. **DO NOT USE ELEVATORS.**

IF YOU HEAR THE ALARM

Should the alarm sound, DO NOT telephone the Hotel Operator or the Front Desk. **Leave the building through the nearest safe exit.**

- 4 If there is evidence of smoke in the room, roll out of bed and crawl on the floor. – **DO NOT STAND!** Smoke and deadly gasses rise.
- 4 Go to the door of your room. Feel the **DOOR HANDLE** with your hand. The doors are insulated and you may not detect heat on the other side if you feel the door. If the door handle is hot, do not open the door. If the door handle is not hot, open it slowly, but be ready to close it immediately if necessary.
- 4 Check the hall. If you can leave safely, take your room key with you and close the door behind you.
- 4 Go to the nearest safe exit.
- 4 Proceed with care down to the ground level. Hold the handrail for stability.
- 4 If the nearest exit is blocked by smoke or fire, use the alternate exit if it is clear. If both exits are blocked, return to your room and close the door. Telephone the Hotel switchboard by dialing “0” on the guestroom telephone.
- 4 **DO NOT USE ELEVATORS**

WHAT TO DO IF THE ROOM DOOR IS HOT OR THERE IS FIRE OR DENSE SMOKE IN THE HALL

Few people burn to death in fires, most fatalities come from smoke inhalation. Avoiding excessive exposure to smoke should be a paramount concern during a fire.

It may be safer in your room. Here are some things you should do:

- 4 Let someone know you are in the room. If the phone works, phone the switchboard “0”.
- 4 Wet towels, sheets or other cloth items and put them around the doors to prevent smoke from coming in.
- 4 Fill the bathtub. Use the ice bucket to keep the towels wet around doors.
- 4 Do not break windows unless the smoke in your room is getting heavy. Open or broken windows will draw the fire in your direction.
- 4 Hang a sheet or other visible item from the outside of the window to signal the fire department.

ALWAYS REMEMBER...

REMAIN CALM

WHAT YOU CAN DO TO PREVENT HOTEL FIRES

Many hotel fires are caused by the careless disposal of smoking materials and smoking in bed. Before leaving your room or retiring, check sofas, chairs and other areas for smoldering butts. Make sure all butts in ashtrays are completely out.

Never empty ashtrays into wastebaskets.

Never smoke in bed

Do not use electrical appliances for cooking or other purposes that are not provided with the room.

EMERGENCY TELEPHONE NUMBERS

0 WITHIN THE HOTEL

911 OUTSIDE THE HOTEL



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TORNADO CONDITIONS

Tornadoes may strike any time of year, but they are most common in the spring and early summer months. If a tornado develops, there is limited time for people to take cover in a safe area.

In the Denver Marriott City Center Hotel, the safe areas are:

- 4 The **BALLROOM AREA** located on the lowest level of the hotel (LL2)
- 4 In **STAIRWELLS**
- 4 In **INTERIOR HALLWAYS WITHOUT GLASS**
- 4 In the **GUESTROOM BATHTUBS** (The bathroom door should be closed then cover yourself with bedding or other protective items)

Announcements will be made over the Hotel's Public Address System if a TORNADO WATCH is issued for an area including this hotel. This merely indicates conditions are favorable for the formation of a tornado. The announcement will state how long the Tornado Watch is in effect.

If a TORNADO WARNING is issued, sirens outside the Hotel will sound and announcements will be made over the Hotel's Public Address System. A TORNADO WARNING MEANS A TORNADO HAS FORMED – TAKE COVER IMMEDIATELY! REMAIN IN YOUR SAFE AREA UNTIL AN ALL-CLEAR IS ISSUED.

PERSONAL SAFETY

As is the case throughout the United States, individuals must take precautions to prevent unlawful acts by others. The following are suggestions to help ensure your safety and security:

- 4 Use the "Peep Hole" in the guestroom door to determine who is on the other side before you open the door.
- 4 Use the door night latch and dead bolt lock button on your door at night.
- 4 Make sure the door closes securely when leaving the room
- 4 Use Safety Deposit Boxes to store valuable items. These are available through the Front Desk.
- 4 All Hotel staff members have uniforms and name tags. If you are in doubt as to the identity of the person outside your door, telephone the Hotel Operator at extension "O". The Loss Prevention Department will be dispatched and determine who the person is.
- 4 Do not get on elevators if there is a suspicious person on it. If you are on the elevator and a suspicious person gets on, stand by the buttons and exit the next time the door opens. Push additional floor buttons if necessary. DO NOT STOP THE ELEVATOR.
- 4 If walking outside, avoid going into isolated areas alone. Use the "Buddy System" whenever possible.

INCLEMENT WEATHER

Rain, snow and ice are common seasonal conditions in Denver. Each of these conditions warrants precautions. Surfaces such as streets, parking lots, and marble become slick when wet. The Hotel staff works diligently to keep all Hotel surfaces clean and slip resistant but weather conditions may hamper these efforts. If surfaces are wet please use caution. Use handrails and non-slip runners where possible. If you locate a slick area, please contact a member of management or the Loss Prevention Department immediately so corrective action may be taken.

ALTITUDE HEALTH TIPS

Weather in Denver and the mountains may change rapidly without notice. We suggest dressing in layers and keeping a jacket or rain poncho with you. During the entire year, sun block and lip balms are recommended.

You may feel the effects of the high altitude during your first days in Denver. At an altitude of 5,280 feet, you will find the atmosphere thinner and drier than at lower elevations. As a result, your cardiovascular system has to work harder at high altitudes than at sea level. To minimize the effects of the altitude, drink plenty of water and avoid excessive consumption of alcohol prior to and during your stay.

Please take a few minutes to review the following health tips:

HIGH ALTITUDE SYNDROME: At high altitudes, everyone is affected in some manner. The effects vary from individual to individual and cover a variety of symptoms. A sudden change in environment coming to this altitude can produce symptoms of nausea, restlessness, shortness of breath, and air hunger. Palpitations or rapid heartbeat, headaches, coughing, easy fatigue, and intolerance to exertion may be experienced. The initial complaints should disappear as your body adjusts. Complete adjustment may take a few days to few weeks. Upon arrival to the high altitude, rest appropriately and don't overdo it. Eat lightly for the first 48-72 hours and avoid heavy alcohol consumption. Most of all, keep physical exertion to a minimum on the first day. Overexertion before the body is able to adapt may result in severe and dangerous symptoms.

DEHYDRATION: The decreased humidity along with decreased oxygen at this altitude may cause dehydration. Due to the lower levels of oxygen, you may have a tendency to breathe faster, which causes an increased loss of body moisture. It is recommended that you drink up to 8 glasses of water or fluid daily to avoid dehydration. Do not substitute alcoholic beverages for water. They will further dehydrate your tissues and aggravate the high altitude syndrome.

SUNBURN: The sun's ultraviolet rays are much more intense at this altitude and are multiplied by the reflection of snow. Protect your face and lips with sunscreen to avoid burning your skin and wear proper sunglasses.