**NOTICE ALERT TO OCCUPANTS DURING A SHUTDOWN OF FIRE SAFETY EQUIPMENT**

1. Please be the advised that the fire alarm system/sprinkler system will be

undergoing repairs/maintenance during the following period:

TO ON

(Time) (Time) (Date)

1. We would appreciate all occupants being especially alert to potential fire

safety hazards and to report any problems to

immediately. (Name of person responsible)

1. In the event of discovering a fire:
2. call the Fire Department immediately at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. notify occupants, via voice communication, that a fire emergency situation exist and evacuate the building.