



CITY OF WILLOWICK

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www.cityofwillowick.com



FIRE DEPARTMENT

Robert Posipanka, Chief of Fire

Phone (440) 585-1202 • Fax (440) 585-4112

POLICE DEPARTMENT

Michael Lazor, Chief of Police

Phone (440)585-1234 • Fax (440) 585-3770

Dear Business Owner/Manager,

The Willowick Fire Department is here to perform a Pre-Incident Plan. The purpose of this visit is to prepare personnel to respond to emergencies at this building by evaluating its structure, contents, and occupancy. As we tour your building, please provide the important information requested below and return it to the firefighters before they leave. Thank you for your assistance in this cooperative effort to better prepare for effective management of emergencies at your facility.

BUSINESS NAME: _____ DATE: _____

ADDRESS: _____

PHONE: _____ FAX: _____

BUSINESS OWNER: _____ AVG. # WORKING OCCUPANTS: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ BUSINESS HOURS: _____

PHONE: _____ CELL: _____

BUILDING OWNER: _____ BURGLAR ALARM COMPANY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ BURGLAR ALARM

PHONE: _____ CELL: _____ COMPANY PHONE: _____

EMERGENCY CONTACTS

1. NAME: _____

TITLE: _____

PHONE: _____ CELL/PAGER: _____

2. NAME: _____

TITLE: _____

PHONE: _____ CELL/PAGER: _____

3. NAME: _____

TITLE: _____

PHONE: _____ CELL/PAGER: _____

BURGLAR RESET CODE: _____

FIRE ALARM COMPANY: _____

FIRE ALARM COMPANY PHONE: _____

FIRE ALARM RESET CODE: _____

HOLD UP/PANIC ALARM: **YES / NO**

ALARM SELF RESET: **YES / NO**