

Reporting a Fire

In the case of a fire, evacuate the residence and **dial 911** from a neighbor's telephone. Notify the dispatcher that you are reporting a fire emergency and give them your name. The dispatcher will ask you what number you are calling from. In the event of an accidental disconnection or if additional information is needed the dispatcher will call you back at that number. Next, provide the dispatcher with the address of the unit or building and nearest cross street, if known. If you are unfamiliar with the area, try to give the dispatcher specific landmarks, such as the name of an adjacent building or road, that will help the fire department locate the emergency. Stay on the phone until the dispatcher completes the questioning and disconnects the call. Most important, stay calm and give the dispatcher as much information as possible regarding the nature of the emergency. Important reminder: post your house number where it is visible for responding emergency personnel. If your home sits away from the roadway post your number on a post or mailbox near the driveway.