

Restaurant Emergency Information Quick Sheet

A one-page reference to organize information that may help trained managers and responding firefighters.

IMPORTANT

Complete this sheet before an emergency. Keep it accessible to trained and authorized staff. During an emergency, do not delay evacuation or emergency notification while searching for information.

RESTAURANT / BUSINESS NAME

STREET ADDRESS

MANAGER / EMERGENCY CONTACT

CONTACT NUMBER

PRIMARY FIREFIGHTER ENTRANCE

KEYS / ACCESS INFORMATION

FIRE ALARM PANEL (IF APPLICABLE)

ALARM MONITORING CONTACT (IF APPLICABLE)

KITCHEN SUPPRESSION SYSTEM / MANUAL ACTIVATION LOCATION

GAS SHUTOFF / FUEL INFORMATION (IF APPLICABLE)

ELECTRICAL MAIN / SHUTOFF INFORMATION

SPRINKLER / STANDPIPE CONTROLS (IF APPLICABLE)

PROPANE / FLAMMABLE MATERIAL LOCATIONS (IF APPLICABLE)

EV / LITHIUM-ION CHARGING AREAS (IF APPLICABLE)

KNOWN SYSTEM IMPAIRMENTS

OTHER HAZARDS / CRITICAL NOTES

MANAGER REMINDER

Responding firefighters may ask for different information depending on the incident. Staff should provide known information without delaying evacuation, alarm/notification or emergency-service calls.