



CROSSBOW POINT - Annual Fire and Evacuation Drill -



In support of our Fire Safety Plan, we will be conducting a Fire and Evacuation Drill for all residents and visitors:

WHEN: <month / year>
- date and time will NOT be advised in advance

WHERE: 155 and 175 buildings (including 165 Amenities building)
Crossbow Point condominium

Refer to attached Fire Drill Guideline & Evacuation Map

WHY:

We are a residential and vacation home community that:

- has identified fire risks (e.g., wooden frame structure; forested surroundings; located approx. 6 km [10 minutes] from Canmore Fire Department);
- considers fire and emergency preparedness a fundamental component of our Safety Plan for occupants; and
- supports personal safety and security as a priority

Please participate in the drill as it will prepare you for an actual fire and may even save your life!

NOTE: Fire alarm will ring for approx. 3 minutes during the drill



CROSSBOW POINT – FIRE DRILL and buildings evacuation

<mmmm/yyyy>

(date of drill will NOT be advised in advance)

FIRE DRILL and Evacuation Guidelines

When the fire alarm sounds, all occupants are requested to take the following actions:

- **TURN OFF** fireplace, BBQ, stove/oven, toaster and any other similar appliances that pose fire risk
- **CLOSE WINDOWS**
- **LEAVE THE BUILDING BY THE NEAREST EXIT (do not use elevators)**
 - **CLOSE DOOR TO SUITE** (note: during an emergency evacuation it is recommended to leave your door unlocked for access by fire fighters)
 - **IF A Special Needs PERSON** is in your suite, you may wish to assist them to use elevator (remains operational) if needed to exit the building
 - **TAKE PET(s)** – all must be on leash or restrained
 - **CALL OUT** to neighbors that fire drill evacuation is in process
- **do NOT enter parking garage** (leave car where it is)
- **GO TO THE MUSTER POINT - NEW MUSTER POINT** from 2016 forward (refer to evacuation map)
 - **the amenities building of the Landing condominium adjacent to Crossbow Place road**
(located between Crossbow Landing and Crossbow Point buildings)
- **CHECK-IN with Fire/Evacuation Drill representative at Muster point**
- **do NOT re-enter building** until 'All Clear' is advised

Once you have left the building:

- stay well away from buildings
- stay at the 'MUSTER POINT or move to designated alternate area if so advised
- leave room for emergency vehicles to enter area

NOTE: These guidelines do NOT apply for the regular monthly testing of alarms that occurs in the morning of the first Tuesday of each month



FIRE DRILL AND BUILDING EVACUATION CROSSBOW POINT CONDOMINIUM

