

EAST PETERSBURG BOROUGH

Emergency Management
6076 Pine St
East Petersburg, PA 17520
Fax: 717-569-3731

Dear Business Owner/Manager:

This information sheet is made available to all businesses and organizations within East Petersburg Borough to provide Lancaster Countywide Communications (911) with a current list of emergency contact names and phone numbers. This information is necessary to contact a representative of your organization in the event of a fire, criminal act, or other emergency service-related activity occurring after normal business hours.

All information pertaining to unlisted telephone numbers and other sensitive information will be treated as **confidential**. Please complete all pertinent information on this sheet so we have the most updated records on file.

You are encouraged to make any necessary changes and notify us with an updated form as soon as those changes occur. Information may be emailed (see below), faxed, mailed, or hand-delivered to the borough office.

If possible, please share a copy of your facility's floorplan via email to Deputy Chief Mark Cohen (email below). This information will also be treated as confidential and will assist the Fire Department in pre-planning emergency response for your facility. If you have any questions regarding this request, please contact EPFC Deputy Chief Mark Cohen at mark.cohen@epfc23.com.

Thank you for your cooperation.

Violet De Stefano



Emergency Management Coordinator
East Petersburg Borough

If you have questions or concerns, please contact:
Violet De Stefano, Emergency Management Coordinator at vdestefano@eastpetersburgborough.org

Business Emergency Notification Document

Date Completed:		
Name of Organization:		Phone Number:
Address (include street & mailing address):		Normal Business Hours:
Type of Business:		
Email address:		Fax Number:
EMERGENCY CONTACTS (List them in order you wish to be contacted):		
Contact Name	Cell Phone Number	Home Phone Number
1.		
2.		
3.		
4.		
Alarm Company Name or Private Security Patrol:		Phone Number:
Interior/Exterior lights left on after normal business hours:		
Other pertinent information (hazardous materials inside building, etc.)		

If you have questions or concerns, please contact:
 Violet De Stefano, Emergency Management Coordinator at vdestefano@eastpetersburgborough.org