RESIDENCE LIFE FIRE ALARM REPORT

Date & Time: ____________________ Person Creating Report: ____________________________

Building: ____________________ Room: _____ Student Involved: _______________________

Cause of the Alarm: __________________________________________________________
(Cooking, Steam, Construction, Malicious, Drill, Unknown)

Intent of the Alarm: ____________________ Activation: ____________________________
(Intentional, Unintentional, Unknown) (Pull Station, Detector, Testing, Unknown)

Did W&M Police arrive? ________ Did Williamsburg Fire Department arrive? ________

What Happened?
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Please sign and Forward to next person below.

✓ Signature of reporting RA / GRA / HA: ____________________________

✓ Signature of Complex Director/Hall Director: ____________________________

✓ Signature of Area Director: ____________________________

✓ Signature of Director of Housing Operations: ____________________________

✓ Signature of Fire Safety Officer: ____________________________