



East Lansing Fire Department – Prevention Bureau

1700 Abbot Road

East Lansing, MI 48823

Office 517-332-1956 Fax 517-337-1112

fireprevention@cityofeastlansing.com

EVACUATION PLAN COVER PAGE

Facility Name:

Manager Name:

Facility Address:

Business Phone:

Email:

Owner Name:

Owner Address:

Owner Phone:

Building Occupancy Classification:

Total Building Square Footage (all levels):

Number of floors occupied above grade:

Number of floors occupied below grade:

Contact Name and Title:

Phone:

Email:

Contact Name and Title:

Phone:

Email:

Emergency Contact for Key Personnel and Owners Agent:

Name/Title:

Phone:

Alternate phone:

Name/Title:

Phone:

Alternate phone: