



FIRE WARDEN REQUEST FORM

COMPANY NAME: _____ **FLOOR(S)** _____

The Floor Warden shall direct, enforce and have full charge of the evacuation of all personnel assigned to his/her floor during any emergency.

Two Fire Wardens must be filled for each floor. One should be assigned near the East stair towers and one assigned near the West stair towers. If you are a company having few employees, you may wish to provide names of volunteers for just one or possibly two positions. Companies occupying an entire floor will need to fill both positions for that floor.

Please fill out and return to Security: Jconnor@2libertyplace.com

DESIGNATED FIRE WARDEN(S)

Name: _____ **Title:** _____

Name: _____ **Title:** _____

COMPLETED BY: _____

Title: _____ **Date:** _____