

**COLORADO TOWER
TENANT EMERGENCY WARDEN**

Your cooperation is needed at this time by assigning someone in your office as the **"TENANT EMERGENCY REPRESENTATIVE"**. You will also need *at least one* **"TENANT EMERGENCY WARDEN"**. Full floor tenants need a *minimum of two* Emergency Wardens, *one for each stairwell*. Large offices may also want to designate **"TENANT EMERGENCY ATTENDANTS"** who are responsible for seeing that everyone in their assigned department has evacuated.

TENANT EMERGENCY REPRESENTATIVE: _____
Email Address: _____

TENANT EMERGENCY WARDEN: _____
Email Address: _____

TENANT EMERGENCY WARDEN: _____
Email Address: _____

TENANT EMERGENCY ATTENDANT: _____
Email Address: _____

TENANT EMERGENCY ATTENDANT: _____
Email Address: _____

It is very important we have this information on file so, please complete and return to:
The Property Management Office, Suite 1500.