



Emergency Procedures **12am to 7am, Monday thru Sunday**

Master Detection will secure our building from 12am to 7am. If you need assistance, go to the front entrance and dial code **0127** – this will connect you to a security professional with Master Detection.

Elevator Emergency: Should you get stuck on an elevator, press the call button (designated by a telephone handset). You will be connected to Schindler Elevator as they are on-call 24 hours a day. They will respond as quickly as possible.

Maintenance Emergency: Call the office number, 816-221-1877, and press #4 at the menu. Your call will be connected to our Maintenance Manager, Darrell Daniels. If you misuse this number, you will be fined.

Lost Access Cards: At the front entrance, dial 0127 for entry. The security officer will ask you for your password – the last 4 digits of the telephone number you submitted for programming at the front entrance. If you have not provided a phone number, MD will not be able to help you. To replace your access card, you will be charged \$45.00.

Condo Lockout: You will need to phone a locksmith and we suggest that you add a contact to your cell. If you need assistance, call Master Detection by dialing 0127 at the front entrance.

Fire Alarm: If the fire alarm goes off, please follow the evacuation instructions. The Fire Department will arrive...please stay out of their way and let them do what is needed. All alarms need to be taken seriously! A copy of the Evacuation Procedures is available at the concierge desk.

Business Center: Just an FYI...it will be locked during this time period.