



101 Commerce Drive
Exton, Pennsylvania 19341

Tel: (610) 363-0200
Fax: (610) 363-6671
www.westwhiteland.org

Dear Business Owner:

The West Whiteland Township Police Department is committed to providing the best service to both business and residential owners. To ensure optimal service is provided in the time of an emergency, the West Whiteland Township Police Department is updating the current business listings for Emergency Notification information. The purpose of the Emergency Notification Form is to provide the police department with a list of names and telephone numbers of people you would like contacted in the event of an emergency at the business during non-business hours. This information is kept confidential and used only in the event of an alarm activation or other emergency at your business (i.e. fire, theft, etc.).

Please take a moment to fill out the enclosed "Emergency Notification Form". You may return it by mail or fax it to the department at 610-363-6671 ATTN: Yvette Johnson. If your business has recently completed this information (within the last year), then disregard this notice. Please remember if there are any additions or deletions to be made, notify the police department so that all information is complete and current.

Thank you for your cooperation regarding this matter.

Sincerely,

Yvette Johnson
Administrative Assistant
yjohnson@westwhiteland.org

Enclosure: Emergency Notification Form

I:\Emergency Notification 2017_Business.doc



EMERGENCY NOTIFICATION FORM

Please download this form before completing and submitting in order to avoid losing any information.

DATE: _____

BUSINESS: _____

ADDRESS: _____

TELEPHONE: _____ TYPE OF BUSINESS: _____

EMERGENCY CONTACT(S): LIST CONTACT NAME, TELEPHONE # WITH AREA CODE, IN ORDER OF CONTACT.

#1 _____

#2 _____

#3 _____

#4 _____

#5 _____

BUILDING OWNER: _____ TELEPHONE: _____

CHECK IF APPROPRIATE:

ALARM SYSTEM: YES NO SUPPLIER: _____ TELEPHONE: _____

TYPE OF ALARM: SILENT AUDIBLE POLICE FIRE

HAZARDOUS MATERIAL ON SITE IF SO, TYPE AND LOCATION WITHIN BUILDING:
