

TRAVELER SAFETY TIPS

- Don't answer the door in a hotel or motel room without verifying who it is. If a person claims to be an employee, call the front desk and ask if someone from their staff is supposed to have access to your room and for what purpose.
- When returning to our hotel or motel late in the evening, use the main entrance of the hotel. Be observant and look around before entering parking lots.
- Close the door securely whenever you are in your room and use all of the locking devices provided.
- Don't needlessly display guest room keys in public or carelessly leave them on restaurant tables, at the swimming pool, or other places where they can be easily stolen.
- Do not draw attention to yourself by displaying large amount of cash or expensive jewelry.
- Don't invite strangers to your room.
- Place all valuables in the hotel safe-deposit box.
- Do not leave valuables in your vehicle.
- Check to ensure that any sliding glass doors or windows and any connecting doors are locked.
- If you see any suspicious activity, please report your observations to the management.

SECURITY FOR FUNCTION

If you need additional security for your function, you may of course utilize a company of your choice. However, Baltimore, Md requires all security officers to be licensed. If security is hired; please have them contact the Director of Safety and Security at the Sheraton Inner Harbor Hotel prior to your function to ensure all your needs will be met.

COMMON SENSE RULE

Welcome to Charm City and the Sheraton Inner Harbor Hotel. Our mission is to deliver exceptional security service and to ensure that we exceed your expectations. We are very proud of our long-standing reputation for security service. We are pleased to have you as our guest and hope you have a pleasant stay. Please ensure that your attendees are cognoscente of their valuables during their stay. Ensure you discuss Laptop Computers and personal belonging control. We encourage you to inform your attendees not to leave anything unattended in public areas.

Upon arrival please notify the Front Desk if you require special evacuation assistance in the event of an emergency.

SECURITY QUESTIONS CONCERNS.

Please feel free to contact
Safety and Security
410-962-8300 EXT: 7275



Sheraton
Inner Harbor
HOTEL



SAFETY AND SECURITY SERVICES

300 S Charles St
Baltimore, MD 21201
(410) 962-8300

HOW TO CONTACT SAFETY AND SECURITY

If you need to speak directly to Security, follow these simple directions:

- ⇒ Find any house phone. (Locations: the lobby or your guestroom phone).

SAFETY AND SECURITY

The Sheraton Inner Harbor Hotel has a full time safety and security staff 24 hours a day, seven days a week, and 365 days a year. If you have any security questions or concerns, please feel free to stop and speak with the staff throughout the property.

Emergency Phone Numbers and Address

We are centrally located to hospitals and a fire station. For directions to any of the locations below, please dial 0 from any house phone, which will connect you to (Operator) and ask for Security.

EMERGENCY

911

NON-EMERGENCY

311

POLICE DEPARTMENT

Central District Station

500 E. Baltimore St
Baltimore, Md 21202
Phone: (410) 396-2411

FIRE DEPARTMENT

Steadman Station Fire House

16 S. Eutaw St

410-396-5544

(Less than 1 mile away from hotel)

HOSPITALS

University of Maryland Medical Center

22 S. Greene St

Baltimore, Md 21201

Main number: 410-328-6000

ER: 410-328-8667

John Hopkins Hospital

1800 Orleans St

Baltimore, Md 21287

410-955-5000

Mercy Medical Center

345 St. Paul St

Baltimore, Md 20202

410-332-9000

In-House Doctor (Not affiliated with Sheraton)

Maryland Patients
John Hopkins Hospital
24-Hours Physician Service
(410) 955-5000

PERSONAL SAFETY

- In the rare event that a stranger who demands your valuables approaches you, do not resist. Your well-being is more important than your belongings.
- Always be alert to your surroundings and know how to reach your destination prior to your departure.
- As you approach your car, have car keys in hand and check inside and beneath your car before entering to make sure no one has hidden in or near your vehicle.
- It is a good practice to let another person know your itinerary for the day and your expected time of return.
- Carry a cell phone with you and keep it fully charged.

FIRE & EMERGENCY PROCEDURES

- 🔒 In the Event of a Fire
- The fire alarm sound an actual alarm and the floor above and floor below; it is an (eg siren, bell) audible alarm with a verbal message...
- Should you hear the signal to evacuate, please leave immediately by the nearest exit.
- Our Emergency Team will direct you to the the assembly point.
- When you reach the assembly point, remain there and await further instruction.

HOTEL FIRE SAFETY TIPS FOR A GUESTS

- Know the location of the nearest emergency exits
- When you arrive, check the hallway. As soon as you enter your room, check the floor plan on the back of your door.
- Go out into the hallway and count the doors to the closet exit.
- When you go to sleep, leave the room key by your bed where you can find it easily.
- If the fire alarm goes off, test the door with the back of your hand to see if it is hot. If the door is hot, do not open it.
- If the door is not hot, open it cautiously.
- If there is visibility, at least near the floor, move to the nearest exit
- Do not take your personnel items or attempt to pack your things.
- If the exit is blocked by smoke or fire, return to your room, seal the door with wet towels, and fill the bathtub with water.
- If you are caught in a room or office, phone the hotel operator to inform them of your location.
- If smoke begins entering your room, take wet towels or sheets and put them against the door to prevent the smoke from entering.
- Do not try to use the elevators to evacuate!