Hotel Fire and Emergency Incident Report

Incident Details

Date of Incident	
Time of Incident	
Location (Floor/Room/Area)	
Reported By (Name/Position)	
Contact Information	
Emergency Description	
Type of Emergency	
Description of Incident	
Response Actions	
Actions Taken	
Emergency Services Involved?	
Lietal Davaganal Involved	_
Hotel Personnel Involved	
Outcome	
Injuries / Casualties	
Property Damage	
Additional Comments	

Report Completed By		
Date		