

HOTEL SAFETY

Safety While In Your Room:

- Use the swinging metal security lock or deadbolt when in your room. You'd be surprised how few people use this important security feature.
- Make sure your door is shut and locked - even on quick trips to the ice machine. Don't prop it open, not for a second. It doesn't take long for an observant thief to grab your wallet or other valuable items and run.
- Use your peephole when someone knocks. You never have to open your door if you are not comfortable doing so. Never let a stranger trap you in your room.
- Just because someone says they are room service or maintenance, you **STILL** don't have to let them in. Think first. Did you actually call for room service? Call the front desk and ask if they sent maintenance for any reason. Or, for example, if a stranger wants to tell you your car lights are on, just thank them through the doorway. Don't worry about seeming rude. You really, *really* do not have to open that door.
- Have the key/key card in hand to avoid fumbling with it in the hallway. This helps you focus on being aware of your surroundings.
- If you see loiterers in the hallway near your room, just pass by your door and turn around the corner or pretend you forgot something. Go to the front desk and report the incident.
- Do not display cash or expensive jewelry.
- Ensure that sliding glass doors or windows and connecting room doors are locked.
- Do not invite strangers to your room for any reason.
- Learn how to get an outside telephone line to reach the local operator, hotel security, 411, or 911 in an emergency.
- Note location of Emergency Fire exits. Use stairs instead of elevators during an emergency.
- Leave your key/key card next to your bed so that if you must leave your room during an emergency alarm, you can bring it with you to regain access. After such an alarm, the front desk will be busy verifying occupants with limited night staff.
- Many incidents at hotels happen in the parking garage. Ask for an escort.

Using the Elevator

- If possible stand close to the control panel; if attacked push as many buttons as possible and keep your back to the sidewall.
- If someone suspicious boards, exit as soon as possible.

SAFETY ON THE STREETS

- Walk on well lit streets.
- It is always best to walk with someone.
- If you feel you are being followed, cross the street or go into a well lit business.
- If someone stops you to ask for directions and you stop to answer them, stand at least two arm lengths away.
- Always be aware of your surroundings.
- If someone grabs your purse, be prepared to let it go.