

Village of Norridge  
4000 N. Olcott Avenue  
Norridge, IL 60706



708-453-0800  
(Fax) 708-453-9335  
Website: www.villageofnorridge.com

## BUSINESS EMERGENCY CONTACT SHEET

Name of Business \_\_\_\_\_

Address of Business Owner: \_\_\_\_\_ Bus. Phone: \_\_\_\_\_

Owner of Business: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Notify the following in the event of an emergency: (First contact must be a key holder)

1. NAME: \_\_\_\_\_ PHONE NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

2. NAME: \_\_\_\_\_ PHONE NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

### INSURANCE RECORD

INSURED BY: (Company & Agent) \_\_\_\_\_ PHONE NO: \_\_\_\_\_

AGENTS ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

### BUILDING RECORD

OWNERS NAME: \_\_\_\_\_ PHONE NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

INSURED BY: (company and agent) \_\_\_\_\_ PHONE NO: \_\_\_\_\_

AGENT'S ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

#### Fire Protection

Smoke Detectors  Heat Detector   
Sprinkler System  Complete System   
Alarm Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

#### Security Protection

Burglary  Hold Up   
Fire  Complete System   
Alarm Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_