



**MONTVILLE  
FIRE PREVENTION BUREAU**

District 1  
P.O. Box 152  
Montville, New Jersey 07045  
Tel: 973-334-6430 Fax: 973-334-9413

**Building Evacuation Record for \_\_\_\_\_**

Person Conducting Drill \_\_\_\_\_

Date of Drill \_\_\_\_\_ Time of Drill \_\_\_\_\_ AM / PM

Notification Method Used \_\_\_\_\_

Staff on Duty and Participating \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Occupants Evacuated \_\_\_\_\_

Special Conditions Simulated \_\_\_\_\_

Problems Encountered \_\_\_\_\_

Weather Conditions During Evacuation \_\_\_\_\_

Time Required to Complete Evacuation \_\_\_\_\_

Fire Inspection(s) on Site During Evacuation \_\_\_\_\_

If Yes, Signature of Inspector \_\_\_\_\_