



**JW** MARRIOTT

INDIANAPOLIS

**Emergency Response Procedures  
A Summary for Event Planners**

### **Medical Emergency**

The primary response to a medical emergency should always be to dial 911. If dialed from a hotel phone, then our hotel will know where to direct emergency services when they arrive. If dialed from a cell phone, please alert hotel staff nearby or call 317-860-5800 to report the location where emergency services should be directed.

### **Fire Alarm**

Please stay calm if you are in the hotel and hear the fire alarm sound. Select hotel staff members will immediately investigate the cause of the alarm, and emergency services are automatically notified. If you feel more comfortable choosing to evacuate the hotel, please do so. If you detect any signs of an active fire or threat, evacuate the hotel immediately.

After the fire alarm has been silenced, you may still have strobe lights flashing. These strobe lights will continue to flash until the system can be reset (the issue that caused the alarm will not set it off again). Finally after the system is reset, an announcement will come on over the Public Address System (PA System) informing everyone the hotel is safe or if an evacuation is required.

### **Hotel Evacuation**

In the event there is a hotel evacuation an announcement will come on over the Public Address System (PA System) informing everyone to evacuate the hotel in a safe and calm manor. Selected hotel staff members will be positioned outside the emergency exit doors and walking throughout the hotel to ensure all guests have cleared the hotel.

Your location in the hotel will depend on which emergency exits you take. For example, all guest room floors exits will take you to the emergency exits on the north side of the hotel which are highlighted in blue. The meeting point for guests exiting on the north side of the hotel will be across Washington Street on the lawn of the Eitlejorg Museum. DO NOT TAKE THE ELEVATORS.

If you are exiting from the Event Center side of the hotel or south exits, you will exit to the south part of the hotel which are highlighted in green. The meeting point for guests exiting on the south side of the hotel will be across Maryland and West Street at the Indianapolis Convention Center. DO NOT TAKE THE ELEVATORS.

If there is severe weather outside, all meeting areas will be inside the Indianapolis Convention Center.

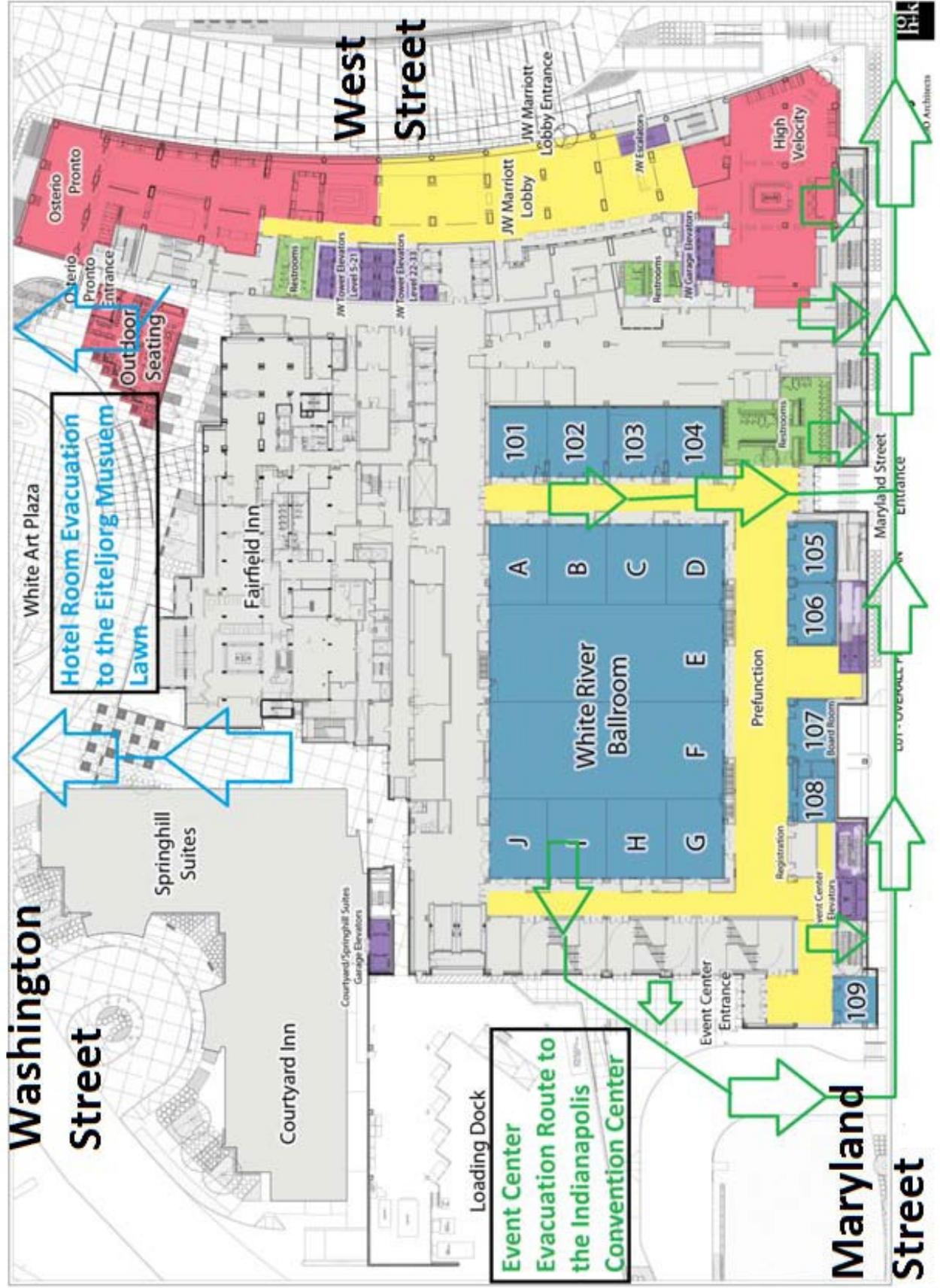
### **Tornado Watch/ Tornado Warning/Extreme Weather Events**

A Tornado Watch is issued to alert people to the possibility of a tornado developing in your area. At this point, a tornado has not been seen but the conditions are very favorable for tornados to occur at any moment.

A Tornado Warning is issued when a tornado has actually been sighted or has been picked up on radar in your area. This means that you need to take shelter immediately in a safe sturdy structure. In the event a Tornado Watch is issued for the Indianapolis area the hotel designates an area of the hotel as a storm shelter and places a severe weather CD that plays on channel 64 of all in room televisions. The storm

shelter is an area of the hotel we feel would be the safest for all guests to access and less likely for guests to encounter broken glass or other debris. Typically the hotel uses vacant meeting rooms in the White River area. When a storm shelter is in place, guests are more than welcome to stay in the area until the storm passes.





**Washington Street**

**West Street**

**Maryland Street**

**Hotel Room Evacuation to the Eiteljorg Museum Lawn**

**Event Center Evacuation Route to the Indianapolis Convention Center**

White Art Plaza

Springhill Suites

Fairfield Inn

Courtyard Inn

Osterio Pronto

Outdoor Seating

White River Ballroom

101

102

103

104

A

B

C

D

J

H

G

F

Prefunction

105

106

107

Board Room

108

Registration

109

Event Center Entrance

Event Center Elevators

Restrooms

Restrooms

Restrooms

Courtyard/Springhill Suites Garage Elevators

JW Tower Elevators Level 5-21

JW Tower Elevators Level 22-33

JW Marriott Lobby

JW Marriott Lobby Entrance

JW Escalation

JW Garage Elevators

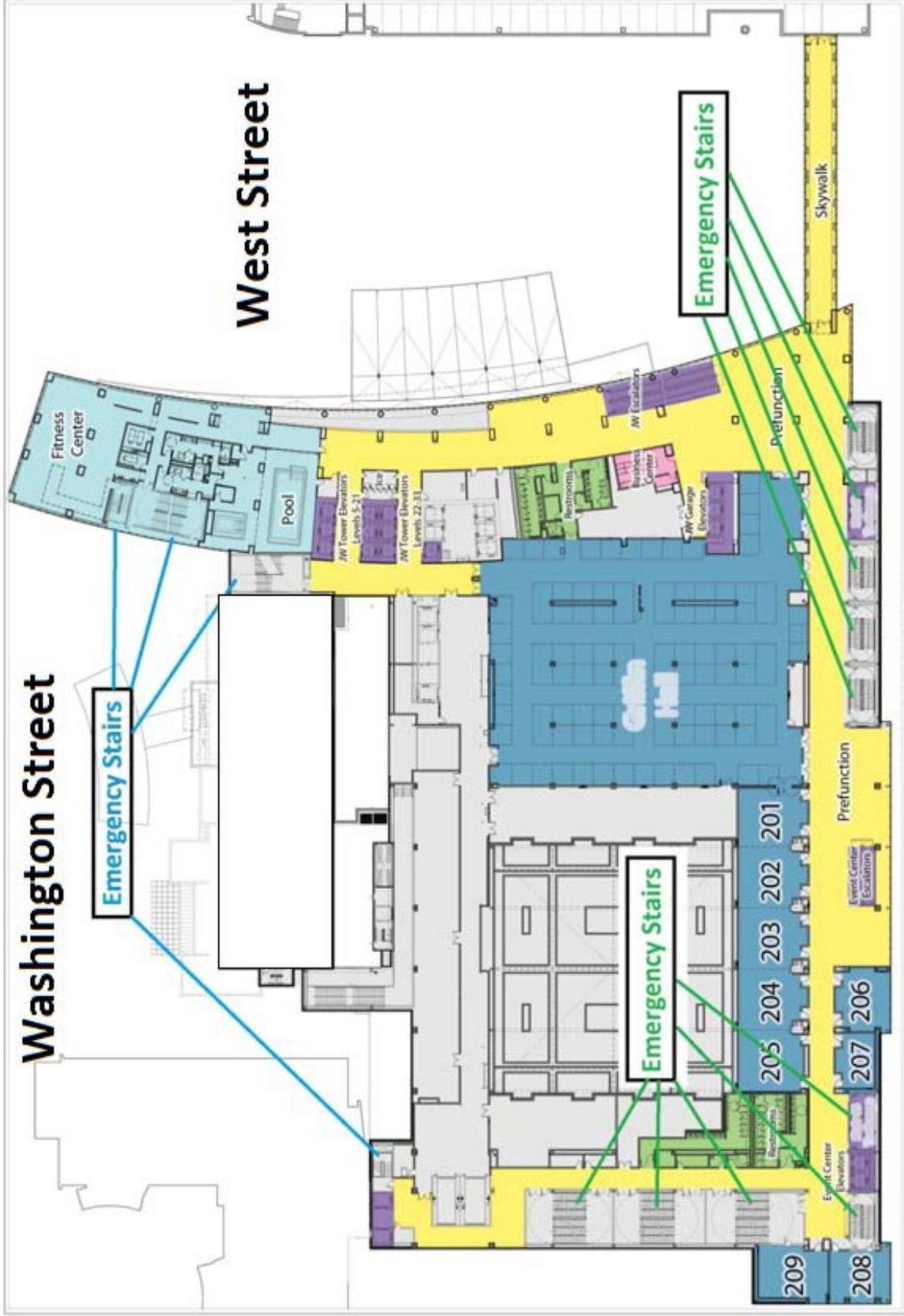
LOFT ARCHITECTS

LOFT ARCHITECTS

Washington Street

West Street

Maryland Street



L102 - OVERALL SECOND FLOOR PLAN

Washington Street

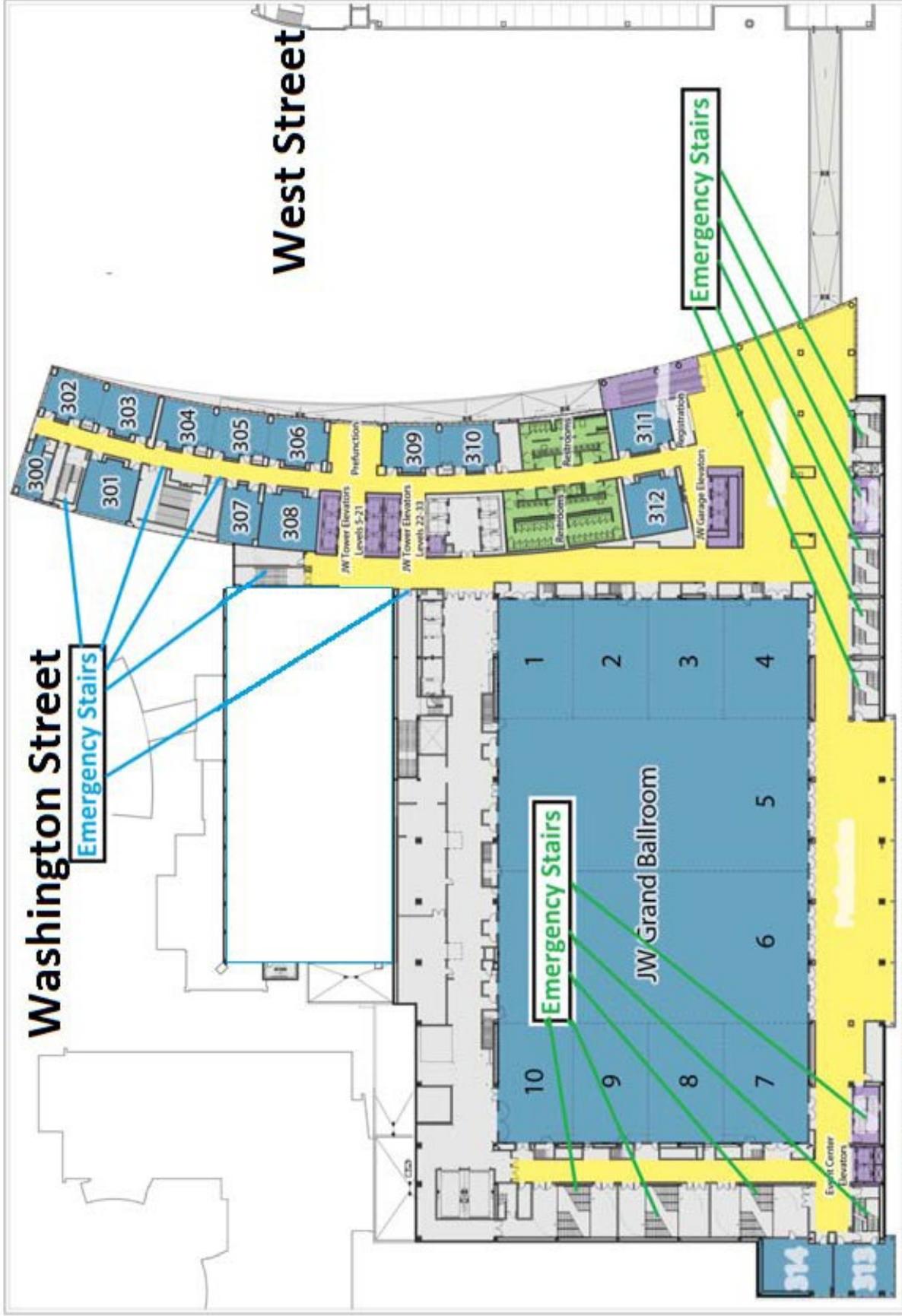
Emergency Stairs

West Street

Emergency Stairs

Emergency Stairs

Maryland Street



L03 - OVERALL THIRD FLOOR PLAN

## Hospitals – 24 hour Emergency Care

### **IU Methodist Hospital**

1701 Senate Blvd  
Indianapolis, IN 46202  
(317) 962-8355

### **Eskenazi Hospital**

720 Eskenazi Ave  
Indianapolis, IN 46202  
(317) 880-0000

### **Riley Hospital for Children at Indiana University Health**

705 Riley Hospital Dr  
Indianapolis, IN 46202  
(317) 944-5000

### **St. Vincent's Hospital**

2001 W 86th St  
Indianapolis IN 46260  
(317) 338-2345

### **24 Hour Pharmacy**

CVS 24 Hour Pharmacy  
1545 N Meridian St  
Indianapolis, IN 46202  
(317) 923-1941