



Date

Dear Business Owner:

We are asking your help in making a file of emergency contact telephone numbers. This file will prove an invaluable aid in case of fire or theft to County business establishments after closing hours. The file is strictly confidential and not for public use. This information will be maintained in a database at the Prince William County Communications Center and utilized when a keyholder is needed to respond to the business.

Please return the completed form to: Prince William County Public Safety Communications
3 County Complex Court, Woodbridge, VA 22192-9201

Sincerely,

Barry M. Barnard
Chief of Police

Date:
Business Name:
Type of Business:
Address:
Phone Number:

Emergency Contacts

#1 Name:
Address:
Phone Number(s): Home: Cell:

#2 Name:
Address:
Phone Number(s) Home: Cell: