



Elevator Safety Tips

When you approach the elevator:

- Know your destination. Push elevator CALL button for the direction you want to go.
- Stand aside for exiting passengers.
- Wait for the next car, if the elevator is full.
- Take the stairs if there is a fire.
- Don't try to stop a closing door. Wait for the next elevator.

When you enter and leave the elevator:

- Enter and exit carefully. Step up or down if the elevator floor and hall floor are not level.
- Hold children and pets firmly.
- Stand clear of the doors - keep clothes and carry-ons away from the opening.
- Push and hold the DOOR OPEN button if doors need to be held open, or ask someone to push the button for you.

When riding on the elevator:

- Stand next to the elevator wall.
- Hold the handrail, if available.
- Pay attention to the floor indications.
- If the doors do not open when the elevator stops, push the DOOR OPEN button.

Rules

Watch your step.

Leave closing doors alone.

If doors don't open, ring alarm button and wait.

If there is a fire in the building, use the stairs.

***Mission:** To educate the public on the safe and proper use of elevators, escalators and moving walks through informational programs.*