



Date of Incident	05-11-2020
Prepared By	Stephen Cicala
Property	Westgate Arms
Time of Incident	10:00:00
Location of Incident	Westgate Arms Apartments.

Description of Incident

Our leasing office received a call at 10 AM from residents at Westgate arms. Multiple residents called to say that the fire alarm was going off. George Cieri our Maintenance Supervisor was contacted to go inspect. I went over shortly to inspect. George and I met with the fire chief and police at the control panel and found that a smoke detector was the reason the fire alarm went off.

Corrective action taken at the time of the incident

Emergency response was contacted to understand what the problem was. They scheduled a tech to come out today to inspect the panel and inspect the equipment in the common areas.

What we have done related to Customer Service and helping the resident, if anything?
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N/a

Witnesses names and phone number

N/a

Is criminal activity involved

No

