

Maximize Your Experience!



City of
New Braunfels

CIVIC/CONVENTION CENTER

Emergency Response Upon Notification from Emergency Personnel or Staff

Fire Evacuation – smoke or fire reported: Collect belongings, exit the facility and gather at the Evacuation Assembly Location.

Shelter in Place – inclement weather or hazardous air outside the building: Remain inside the Civic Center, away from windows. Collect belongings and gather in the Exhibit Hall until released by emergency personnel.

Lock Down – a violent situation is inside or in the immediate area. Move to the Exhibit Hall or other room if unsafe. Organize and take roll to account for everyone.

Active Shooter – quickly determine the most reasonable way to protect your own life: Run, Hide or Fight. www.dhs.gov/private-citizen

Safety First

Please familiarize yourself with the map of our facility. Know what room you are in and where the nearest exits are located. In the event of an emergency, exit the Center and proceed to the **Evacuation Assembly: East Parking Lot** (corner of Garden and Castell).

Safety Continued

Report suspicious activity, packages or persons to staff. An AED is located in the main hall, across from the Office.

Smoke & Tobacco Use

Smoking (including electronic cigarettes) is **prohibited** inside the facility, and within 10' from all entries.

Connectivity

Free Wifi is available throughout the facility at "CivicCenter-WiFi" with no password.

Dedicated Wifi is available. See staff for details.

Business Center services are available in the Office.

Comfort

Restrooms are located in the Castell Lobby and near the Office.

A **Beverage Vending Machine** is located by the Office.

Snacks may be available by the Office.

Room Temperature may be adjusted by turning the thermostats left (colder) or right (warmer).

Need Assistance?

Call our **Staff** at (830) 643-9209 or visit the Office.

