

PROMPT RESPONSE PROCEDURES

For Facility Maintenance issues that require **prompt** response from the VTCRC maintenance team, such as property damage or security issues... Follow steps **1** or **2** as appropriate.

1
During normal business hours, Monday - Friday, 8 a.m. - 5 p.m.

- VTCRC Administrative Office: 961-3600, ext. 2100
- If no answer, please call VTCRC maintenance/facilities:
 1. Eddie Williams: 540-750-1338
 2. Dawn Crigger: 540-808-5024
 3. Jodi Bowyer: 540-808-5996
 4. Stephen Reeves: 540-808-7418

Important Phone Numbers:

- Fire, Police, and Rescue emergency: 911
- Town of Blacksburg police: 24 hour non-emergency: 540-961-1150
- Blue Ridge Poison Center: 800-222-1222
- LewisGale Hospital Montgomery: 540-951-1111
- VA State Police: 540-375-9518 or 540-375-9538
- National Response Center for pollution, toxic chemical and oil spills: 800-424-8802
- Virginia Tech Police: 24 hour non-emergency: 540-231-6411

2
Nights, weekends and holidays (any problems that cannot wait until the next normal business day).

- Prompt Response Provider: Please call G.J. Hopkins at 540-982-1873.