



## Authorized and Emergency Tenant Contacts

Company Name: \_\_\_\_\_

Building Address: \_\_\_\_\_ Suite: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Authorized Personnel to be **contacted** in the event of an emergency, after hours access or employee access to suite.

	<b>Name</b>	<b>Phone <u>Home</u></b>	<b><u>Cell/Pager</u></b>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Authorized Personnel to **approve** Access Card Issuance/Deletions, Key Requests, Overtime Air Conditioning, Signage Requests and Removal of Property from Suite:

	<b>Name</b>	<b>Phone <u>Home</u></b>	<b><u>Cell/Pager</u></b>
1.	_____	_____	_____
	E-mail Address: _____		
2.	_____	_____	_____
	E-mail Address: _____		
3.	_____	_____	_____
	E-mail Address: _____		

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_

20445 State Highway 249, Suite 100 Houston, Texas 77070  
281-320-0393 (Phone) 281-320-0186 (Fax)