

PERMISSION TO GRANT ACCESS TO TENANT SPACE



Until further notice¹, please grant access to the below listed company/persons to our tenant space. We understand that GWL Realty Advisors may not be able to completely authenticate the parties being granted access and the tenant agrees to hold harmless, GWL Realty Advisors and the building owners, for the actions of the companies/persons noted below who are being provided access to our space. We also acknowledge that GWL Realty Advisors may charge us for any access card not returned by the party named below.

AUTHORIZED TENANT REPRESENTATIVE'S INFORMATION

NAME	ORGANIZATION
PHONE NUMBER	DATE

ACCESS DETAILS

NAME OF COMPANY AND/OR PERSON ALLOWED ACCESS _____

ACCESS TO BE GRANTED 7 x 24 x 365? YES NO
If NO, please explain at what time of day and/or day of the week access to be granted:

ACCESS TO BE PROVIDED TO WHAT AREAS? (Please specify all floors): _____

ACCESS TO BE PROVIDED TO A CARD READER INTERIOR ROOM(S)? YES NO

ACCESS TO BE PROVIDED TO A KEY CONTROLLED INTERIOR ROOM REQUIRING A MANUAL DOOR UNLOCK?
YES NO

IS THE PERSON REQUIRED TO SHOW ID IN ORDER TO BE GIVEN AN ACCESS CARD? YES NO
If YES, what kind of ID is required?
Company ID Drivers Permit Other type of ID

Please enter I.D. Information here _____

¹ The tenant must notify GWL Realty Advisors, in writing, of any changes to this authorization.
² If sending this form via email, it does not have to be signed. However, it must be sent from the authorized tenant email address to be considered as valid. Tenant acknowledges both pages of this form. Signature denotes agreement with both pages of this form.

