

VENDOR ACCESS / SECURITY NOTIFICATION

Date:			
This letter will act as written notice that the below referenced firm(s) will be working in the building as follows:			
Vendor Name:			
Vendor Phone:			
Suite:		Tenant:	
On:		Hours:	
Month/ Day/ Year			
Keys needed:			
Signature of person accepting keys:			
Print name:		Date:	
Driver's License/ID #:			
<i>Must be left with Security in exchange for keys</i>			
Security Officer issued:		Date:	
Signature of person returning keys:			
Print name:		Date:	
Driver's License/ID returned:			
Security Officer accepted:		Date:	
Comments:			

Eliza Armor, Property Manager
Authorization As Agent for 3800 Alameda Owner LLC

3800

Alameda