



# ATRIUM TENANT KEY REQUEST SHEET

## 13181-13191 Crossroads Parkway North, Suite \_\_\_\_

**Key Request**

**xxx (\_\_\_)** complimentary suite entry keys and after hour access cards are provided at no charge. Each additional key thereafter, is subject to a charge of \$5.00 per key and \$15.00 per access card.

Number of Additional Suite Entry Keys	
Number of Additional After Hour Access Cards	

**Please List The Employees Who Will Require After Hour Access Cards**

	LAST	FIRST	ACCESS CARD NO.
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

All additional key requested must be submitted in writing by an authorized representative of your company. You may send your request to [cmarquez@majesticrealty.com](mailto:cmarquez@majesticrealty.com) .

**PLEASE DO NOT SIGN BELOW UNTIL YOU HAVE RECEIVED YOUR KEYS AND ACCESS CARDS**

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KEY / QTY		Location:		Key Code(s)	
KEY / QTY		Location:		Key Code(s)	
KEY / QTY		Location:		Key Code(s)	
KEY / QTY		Location:		Key Code(s)	

\_\_\_\_\_  
Date

\_\_\_\_\_  
Access Cards & Keys Received By:

