

SOUTHWEST CORPORATE CENTER

EMPLOYEE PARKING / BUILDING ACCESS CARD FORM

*** Please Type or Print ***

Company Name: _____

Suite #: _____ Telephone #: _____

Please Check Appropriate Box (es):

- Original Issue of access card - Cost Per Lease Agreement
- Reissue used access card # _____
- Replace lost access card - \$15.00 charge
- Cancellation of access card

- Handicap Parking Information:
 (Please complete below **ONLY** if you have a Handicap Placard to register)

TDL # _____
 DPS Permit# _____
 DPS Placard Color: _____ (red or blue?)
 Expiration Date _____
 Disabled Vet license plate Yes / No Texas State disability license place Yes / No

- Other _____
 (Example: Name change, new vehicle, etc.)

Name of Employee: _____ Male/Female
 (Please Print Name) (Circle One)

Make of Car	Model	Year	Color	Lic. Plate	State

**AUTHORIZED SIGNATURE(S): Must be signed by designated Tenant Contact before issuance of a security card or parking hang tag.

_____ Date _____

***THERE IS A \$15.00 FEE FOR LOST, UNRETURNED, OR MUTILATED BLDG ACCESS CARDS! PRICES SUBJECT TO CHANGE WITHOUT NOTICE AS OUR COSTS CHANGE.**

MANAGEMENT/SECURITY USE ONLY

Access Card #: _____ Issued by: _____
 Access Level: 24/7 Effective Date: _____
 Date Issued: _____

BUILDING OWNERSHIP AND/OR MANAGEMENT COMPANY IS NOT RESPONSIBLE FOR VEHICLE LOSS THROUGH FIRE, THEFT, COLLISION OR OTHERWISE: CARS ARE PARKED AT OWNERS RISK.