



BUILDING ACCESS CARD REQUEST FORM

NAME: _____

TENANT: _____

CARD NUMBER: _____

EFFECTIVE DATE: _____

CIRCLE ONE:

NEW CARD

CHANGE

DELETION

ACCESS LEVEL:

BUILDING ENTRANCE

This card will allow access to Colorado Street building entrance, and will allow access to floor(s) 15 & _____ via the elevators after hours.

_____ **Yes** Do you want access to the Fitness Center?
Have you signed off on the Fitness Center Rules and Regulations and the Release Indemnification Form online at www.coloradotower.info ?

_____ **No**

_____ **Male** _____ **Female**

Please allow 48 hours to process this request.

CUSTOMER CONTACT'S SIGNATURE: _____

\$25.00 - NON-REFUNDABLE CHARGE FOR LOST, DAMAGED, OR STOLEN CARDS. NO PERSONAL CHECKS ACCEPTED. THE FIRM WILL BE BILLED ON THE NEXT MONTHLY STATEMENT.

OFFICE USE ONLY

ENTERED BY: _____

DATE ENTERED: _____

CARD CHARGE: _____

COPIES SENT TO:

SECURITY _____ **COLORADO TOWER ACCT.** _____ **TENANT** _____