



**AUTHORIZED SUITE ACCESS LIST**

Building \_\_\_\_\_

Suite \_\_\_\_\_ Tenant \_\_\_\_\_ Date \_\_\_\_\_

Name of Authorized Tenant Representative \_\_\_\_\_

The following persons are to be provided access to the above-named suite upon their request by building staff, when reasonably possible (i.e. if building staff have keys to the suite).

I, the authorized representative of the tenant entity, accept responsibility on behalf of the tenant entity for ensuring the Authorized Suite Access List is kept up to date. In order to update the Access List, we will complete a new form and return it to the Office of the Building with instructions to have the new list supersede all previous Access Lists.

**NAME(S)**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I understand that only those named above will be provided access to the suite by building staff, without additional written instructions from the authorized tenant representative.

\_\_\_\_\_  
Signature of Authorized Tenant Representative