

THE TOWER

THE TOWER PROPERTY REMOVAL REQUEST

Requested By: _____ Title: _____

Suite: _____ Date: _____

NOTE: All requests will be submitted to after-hours security. However, for the safety and security of building occupants, all tenants and visitors may be subject to questioning/search regardless of request/authorization status.

Please return this form to Suite 100 at least 24 hours prior to scheduled removal. Contact the Office of the Building for questions at (818) 955-7200. Completed forms can be faxed to (818) 955-7218 or emailed melanier@worthe.com

Property To Be Removed (Description)	Removed By (Name)	Removal Date

Comments/Additional Info Regarding Property Removal:

BUILDING MANAGEMENT APPROVAL- For Office Use Only

Acknowledged By (Print Name): _____ Date: _____

Signature: _____