ABM
Building Value

1888 CENTURY PARK EAST
Key Card Request / Update / Delete

Today's Date | Building Access | Parking Access | Activation Fee $ .00

COMPANY INFORMATION

Company Name | Authorized Contact Name | Contact Phone # ( ) -

Billing Street Address (For Parking Only) | Suite # | City | State | Zip Code

INDIVIDUAL INFORMATION

Employee Name | Business Phone # ( ) -

BUILDING ACCESS

Addition | Start Date | Floors

Access Change | Effective Date | Time Zone

Replacement | Old Card # | New Card #

Deletion | End Date | Entered By

PARKING ACCESS

Unr. | Res. | Stall # | VIP | Enter one: Stall # / Valet

All Parkers

Complete Section Below

VEHICLE INFORMATION

First Vehicle: Make	Model	Color	Lic. Plate #	Second Vehicle: Make	Model	Color	Lic. Plate #

PARKING RULES & REGULATIONS

1. Monthly parking fees are due the first of every month. After the fifth business day of the month, parking privileges are subject to cancelation. **NO** deductions or allowances from the monthly rate will be made for days customer does not use parking facility. **NO REFUNDS WILL BE MADE FOR UNUSED PORTIONS OF A MONTH.** Cards purchased after the 15th of the month will be prorated for half of the month. Proration is only available to new tenant parkers. All checks are to be made payable to ABM Parking Services. An invoice will be issue as your receipt.
2. All key card activation fees are non-refundable unless indicated otherwise.
3. ABM Parking Services reserves the right to confiscate all non-valid or non-renewed permits and / or key cards.
4. Key card holders should not take tickets from the ticket dispenser. However, if you need to take a ticket to gain access to the parking facility due to your key card malfunctioning or being misplaced, please contact the parking office for assistance before you attempt to exit the parking facility. **No signatures will be accepted in lieu of parking validation or**
5. Monthly permit holders must park in designated areas levels 4-12. Customer agrees to follow the instructions of parking personnel and posted signage. Maximum speed limit is 5MPH. Observe all safety signs. Violation of any garage rule may result in suspension or revocation of parking privileges.
6. Handicapped stall usage is strictly monitored and offenders are subject to enforcement and ticketing by the City.
7. Customer agrees to report any damage caused by customer's vehicle.
8. Parking privileges are cancelable by either ABM Parking Services or Customer with 30 days written notice. Customer must provide a 30 day written notice to cancel.
9. Please contact the parking office immediately when changing vehicles (i.e. new car) or deleting a key card.
10. ABM Parking Services and Property Management are not responsible for contents of vehicles parked in the facility. Please do not leave your key card or other valuables such as cell phones or other items in your vehicle. Always lock your vehicle each time you park.
11. No overnight parking or storage of vehicles is allowed over 24 hours without a written request to – and written approval by – the parking manager. All unauthorized vehicles will be impounded at owner's expense. ABM Parking Services and Property Management does not assume responsibility for vehicles left after hours.

I AGREE TO ACCEPT MONTHLY PARKING PRIVILEGES UPON THE ABOVE TERMS AND CONDITIONS

Customer Signature

FOR INTERNAL USE ONLY

Business Unit: 2 2 4 2 4 2 0 3 | Date Entered | Entered By

Parker # | Contract # | Rate Code

Customer # | Product Code

Data Base Entered. Check Mark | ZEAG | SCORE 4 | BASE | LEASE

Form Rev 052010