****

DATE:

**Rowes Wharf - CONTRACTORS- ACCESS REQUEST FORM**

Please copy these persons for all requests:

michael.curran@jll.com; Thomas.dinardo@jll.com; mark.seeley@jll.com; Michael.galvin@jll.com; steve.joseph1@jll.com; Yassine.hamra@jll.com; paul.deoliveria@jll.com; Thomas.dinardo@jll.com; juan.florimon@jll.com lori.giampa@jll.com; michelle.boyle@jll.com; SJohnston@pyramidglobal.com; edinoto@pyramidglobal.com; generalmanager@residenceroweswharf.com; pmcgrail@pyramidglobal.com;

 BHHSecurityGroup@pyramidglobal.com

Request Freight Operator\* Yes/No

Fire Impairment Required Yes/No

Engineering Notified Yes/No

General Contractor / Vendor:

GF/Vendor Emergency Contact: Name: Phone:

Subcontractors Names:

COI Current- GC & Subs: Yes/No

Description of work:

Special Instructions:

Personnel To Admit:

Requested Access Dates: From: To:

Times: From: To:

Floors Required to be accessed:

Security Acceptance:

\*Freight elevator operator is required for all off hour deliveries. Off hour deliveries must be coordinated with Security. There is a 4 hour minimum charge for this service. Please contact the Director of Security office for current rates.

Internal Use Only:

Date / Time Received:

Access Approved / Denied? Yes/No

Tenants Notified by Approver? Yes/No

JLL Approval? Yes/No