

Equity Office Properties  
700 North Brand  
Glendale

## 700 North Brand After Hours Access Request

Company Name: \_\_\_\_\_

Day/Date of Access: \_\_\_\_\_

Approximate Arrival: \_\_\_\_\_ AM / PM (Circle one) EST. Departure: \_\_\_\_\_ AM / PM

Name(s) of Guest(s): \_\_\_\_\_

Client: \_\_\_\_\_

Floor(s): \_\_\_\_\_ Suites: \_\_\_\_\_

Requested By: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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This Section to be completed by Office of the Building

Access: Yes / No

Copy to Engineer: Yes / No

Insurance Verified ?  (check mark if Yes)

Approved by: \_\_\_\_\_