

**TENANT EMERGENCY INFORMATION
PROVIDED FOR MANAGEMENT ONLY**
(Please Print)

DATE _____

PROPERTY NAME _____

BUSINESS NAME _____

BUSINESS ADDRESS _____

BUSINESS PHONE NUMBER _____ FAX NUMBER _____

HOURS _____ TAX ID _____

E-MAIL ADDRESS _____ WEB SITE _____

STORE MANAGER'S NAME & PHONE NUMBER _____ / _____

REGIONAL MANAGER'S NAME & PHONE NUMBER _____ / _____

GUARANTOR NAME & PHONE NUMBER _____ / _____

EMERGENCY CONTACT OTHER THAN ABOVE (Should have keys to the suite and access to set or turn off any alarm).

NAME _____ PHONE NUMBER _____

FOR RENT INVOICES PLEASE INDICATE PREFERRED MAILING ADDRESS

LEASED PREMISES OTHER _____

TELEPHONE NUMBER _____

CONTACT FOR _____

REAL ESTATE TAXES _____
TELEPHONE NUMBER _____

INSURANCE _____
TELEPHONE NUMBER _____

GROSS SALES _____
TELEPHONE NUMBER _____

FOR ALL OTHER CORRESPONDENCE AND OFFICIAL NOTICES PLEASE INDICATE PREFERRED MAILING ADDRESS

LEASED PREMISES OTHER _____

TELEPHONE NUMBER _____

ALARM COMPANY (If any) _____ PHONE _____