



801 Tower
Parking Keycard Request / Update / Delete
Email to: alicia.jose@abm.com

Today's Date

Keycard Fee: \$

ACTION - ADD/CHANGE/DELETE

Please check the appropriate boxes:

FOR PARKING REQUESTS ONLY

Parking Type (check one): Unreserved ☐ Reserved ☐ VIP Valet ☐

Addition ☐ Access Change ☐ Replacement ☐ Deletion ☐

Old Card #

New Card #

Start Date

Term Date

COMPANY INFORMATION

Company Name <input type="text"/>		Authorized Contact Name <input type="text"/>		Contact Phone # <input type="text"/> (<input type="text"/>) <input type="text"/> - <input type="text"/>	
Billing Street Address (For Parking Only) <input type="text"/>		Suite # <input type="text"/>	City <input type="text"/>	State <input type="text"/>	Zip Code <input type="text"/>

INDIVIDUAL INFORMATION

Employee Name <input type="text"/>	Business Phone # <input type="text"/> (<input type="text"/>) <input type="text"/> - <input type="text"/>
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VEHICLE INFORMATION

First Vehicle: Make <input type="text"/>	Model <input type="text"/>	Color <input type="text"/>	Lic. Plate # <input type="text"/>	Second Vehicle: Make <input type="text"/>	Model <input type="text"/>	Color <input type="text"/>	Lic. Plate # <input type="text"/>
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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 cancellation. 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.** All checks are to be made payable to ABM Parking Services. An invoice will be issued as your receipt. No monthly parking will be sold to individual parkers.
- 2 All key cards are non transferrable.
- 3 ABM Parking Services reserves the right to confiscate all non-valid or non-renewed permits and / or keycards.
- 4 Keycard 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 manager for assistance before you attempt to exit the parking facility. No signatures will be accepted as parking validation or payment. contact the parking manager for assistance before you attempt to exit the parking facility. No signatures will be accepted as parking validation or payment.
- 5 Monthly permit holders must park in designated areas. By accepting the monthly keycard customer agrees to follow the instructions of parking personnel, posted signage, and all rules and regulations. **Maximum speed limit is 5MPH.** Observe all safety signs. Violation of any garage rule may result in suspension 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 All monthly parking agreements are on a **month-to-month basis unless stated otherwise in your lease agreement.** Unless specified otherwise, parking privileges are cancelable by either ABM or Customer. Customer must provide a 30 day written notice to cancel.
- 9 Please contact the parking manager immediately when changing vehicles (i.e. new car) or deleting a key card.
- 10 ABM Parking Services, Property Management and Owners 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, Property Management and Owner does not assume responsibility for vehicles left after hours. **The Owner of the building/Parking operator/Management office of the building has no Liability for any vehicle parking at 801 Tower.**
- 12 NO unauthorized outside services such as: mechanical repairs, tune-up/oil changes, window tinting, installation of phones, stereo or car alarm, washing/detailing, etc., will be allowed on the premises.

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

Customer Signature

FOR INTERNAL USE ONLY

Business Unit <input type="text"/>	Date Entered <input type="text"/>	Entered By <input type="text"/>
Parker # <input type="text"/>	Contract # <input type="text"/>	
Customer # <input type="text"/>	Product Code <input type="text"/>	Rate Code <input type="text"/>
Data Base Entered. Check Mark	PINNACLE <input type="checkbox"/>	JDE <input type="checkbox"/>
	BASE <input type="checkbox"/>	LEASE <input type="checkbox"/>