

**Main Contact Information:**

Company Name: \_\_\_\_\_  
Tower: \_\_\_\_\_ Suite #: \_\_\_\_\_  
Main Phone #: \_\_\_\_\_ Main Fax #: \_\_\_\_\_  
Main Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Email: \_\_\_\_\_ Direct #: \_\_\_\_\_  
Number of Employees: \_\_\_\_\_ Emergency #: \_\_\_\_\_  
Business Type: \_\_\_\_\_

Please state whether you will be the main person to request work orders: \_\_\_\_\_

**Secondary Contact Information for Angus Tenant Work Order System:**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_

**After-Hour Emergency Contact :**

Name: \_\_\_\_\_ Name: \_\_\_\_\_  
Title: \_\_\_\_\_ Title: \_\_\_\_\_  
Direct #: \_\_\_\_\_ Direct #: \_\_\_\_\_

**Fire Warden Information:**

Fire Warden (Main):	_____	Alternate #1:	_____
Email:	_____	Email:	_____
Direct Phone #:	_____	Direct Phone #:	_____
Fire Warden 2 (Main):	_____	Alternate #2:	_____
Email:	_____	Email:	_____
Direct Phone #:	_____	Direct Phone #:	_____
Fire Warden 3 (Main):	_____	Alternate #3:	_____
Email:	_____	Email:	_____
Direct Phone #:	_____	Direct Phone #:	_____
Fire Warden 4 (Main):	_____	Alternate #4:	_____
Email:	_____	Email:	_____
Direct Phone #:	_____	Direct Phone #:	_____

For Additional Fire Wardens, please fill out information on an additional sheet.

Physically Impaired	1. _____	2. _____
	3. _____	4. _____

**Lease Principal Contact Information:**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_  
Contact Address (if different from main contact): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Accounting Contact Information:**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_  
Billing Address (if different from main contact): \_\_\_\_\_  
\_\_\_\_\_

(Please return completed form for Marquis One & Two to DeAnna Lankford at [DeAnna.Lankford@transwestern.com](mailto:DeAnna.Lankford@transwestern.com) for Hub and Towers 225, 235, 229 and 233 send to Jerryn Miller at [Jerryn.Miller@transwestern.com](mailto:Jerryn.Miller@transwestern.com)