



## METRO CENTER PROPERTY REMOVAL AUTHORIZATION FORM

Date: \_\_\_\_\_

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

Name of person removing items: \_\_\_\_\_

Items:

1. \_\_\_\_\_ Serial #: \_\_\_\_\_
2. \_\_\_\_\_ Serial #: \_\_\_\_\_
3. \_\_\_\_\_ Serial #: \_\_\_\_\_

All tenants that plan to have equipment removed from the premises must complete this form. This form must be returned to the building management office prior to the removal. If management does not receive this form, security personnel will not permit anything to be removed from the premises.

You may fax this form to building management at 203-353-4010.

Tenant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Company contact