

То:	11330 Cla	rests perty Management y Road, Suite 180 TX 77041		Job Site: APM: Engineer: E- mail:	Westway Plaza Miranda Clark Frank Elizarraras WestwayPlaza.PM@Hines.com		
From: Contract Project:	or Name:	Company Name Tenant Name/Project Name	Date: Phone: Suite:				
Request	for:	Scheduled Work	Date:		Time:	to	
		Mechanical/Electrical Work	Date:		Time:	to	
		_Sprinkler System Drain	Date:		Time:	to	
		Exclusive Use of Freight Elevator	Date:		Time:	to	
Access to	Adjacent Reason:	pefore 7AM or after 1PM on Saturday. Space:			· · · · · · · · · · · · · · · · · · ·	to	
Work Des	scription/Co	omments:					
Approved By:		Contractor/Superintendent			Building Engineer		
-	· · · · · · · · · · · · · · · · · · ·	Tenant Approval for Occupied Space			Building Management	:	