



Salesforce Tower Building/Parking Access Card Request Form

Salesforce Tower

Instructions

- 1) Fill out the section below completely and return to your administrator for processing in Prism.
- 2) Building access will be active upon issue of the card. **Please allow up to 2 business days for parking access to become active (if applicable.)**

Please Read Carefully for Parking Access Cards

In exchange for Universal Parking & Transportation granting Customer access to use _____ parking space(s) at:

The Salesforce Tower parking facility located at 950 East Paces Ferry, in Atlanta, Georgia (the "Facility").

I hereby agree to pay Universal Parking & Transportation a monthly fee for said parking space(s) by the 1st day of each month in advance in the amount set by Universal Parking & Transportation. Currently monthly rental is **\$85 per non-reserved space** and **\$135 per reserved space**. After the 10th day of any month, if my parking card is deactivated for non-payment, I agree to pay a \$10 reactivation fee. Your card is non-transferable to another person. If another person is using your card for any reason, the account will be cancelled immediately.

If your employer will be responsible for your monthly parking fees, written authorization must be provided below.

Universal Parking & Transportation reserves the right to charge the daily rate or deny entrance to anyone who does not have their monthly card with them. Each monthly parker is responsible for each month's parking fee until they have returned their monthly card and/or cancelled.

This agreement shall commence on _____20____, and continue from month to month until either party gives 30 days prior written notice.

Always use your card to enter and exit, even if the gates are up. Please note the card system will not allow two sequential like transactions. Once used for entry, the card must be used to exit before it can be used to enter again.

Universal Parking & Transportation reserves the right to tow any vehicles illegally or improperly parked in Reserved, Handicap or Visitor Spaces at owner's risk and expense without prior notice (GA. Code 44-1-13).

Owners of more than one vehicle or members of carpools may use a single card for more than one vehicle, as long as each vehicle has been recorded by Universal Parking & Transportation and only ONE vehicle is parked in the garage at any time. **Vehicle storage is NOT permitted.**

I acknowledge and agree that Universal Parking & Transportation and the owner of the Facility assume no responsibility for any loss or damage of any automobile, contents or any part thereof by fire, theft, vandalism or otherwise. I park at the Facility at my own risk. No bailment is created, and I will lock my vehicle and retain the keys.

Universal Parking & Transportation reserves the right to adjust the parking rates with 30 days prior written notice (including posted notices at Facility).

I agree to abide by any and all regulations pertaining to the use of the Facility as may from time to time be prescribed by Universal Parking & Transportation and further agree to park all vehicles in the area designated by Universal Parking & Transportation. This agreement is the entire agreement between the parties, can only be amended by the parties in writing, and shall be interpreted in accordance with Georgia Law.

Customer Signature: _____

Name (please print): _____

Date: _____ Company: _____

Name: _____

Individual Paid Company Paid

Billing Address: _____
Home Address if Individual, Company Address if Company Paid.

Office Phone: _____

Email Address: _____

New Card (\$9/per card will be charged on rent statement by BSC Realty Services)

Name Change Card # _____

Delete Card # _____ (card must be returned with form)

Lost (\$9/per card will be charged on rent statement by BSC Realty Services)

Access: Parking (\$85 per month - non reserved) (\$135 per month - reserved)

Make/Model of Vehicle: _____

Tag # & State: _____
(attach additional page to record additional vehicles, if needed)

Building Access List Floors: _____

Health Club (a Health Club waiver is required - please sign and attach)

If parking is company-paid, the company will pay the above applicant's parking fees. Authorized by:

Name: _____ Signature: _____
(Please Print)

Management Office Use Only

New Card # _____

Building Access

Y / N System Updated

Y / N Check Attached

Health Club Access

Y / N System Updated

Security Manager Approval

Date

Parking Access

Y / N System Updated

Y / N One-Time Fee Paid

Parking Manager Approval

Date