

KEY ORDER FORM

Two (2) keys per lockset are provided at no charge at move-in. Additional keys requested are \$15.00/key plus shipping and tax.

Please fill in the blank spaces below regarding the number of keys you will require for the entrance to your suite or any interior doors, i.e. personal office, storage, etc.

SUITE ENTRANCE	<u> 2 </u>	No charge
	<u> </u>	@ \$15.00 + shipping + tax
INTERIOR DOOR	<u> 2 </u>	No charge
	<u> </u>	@ \$15.00 + shipping + tax

PROPERTY NAME: _____

BUILDING ADDRESS: _____

TENANT NAME: _____

SUITE #: _____

APPROVED BY: _____

TITLE: _____

DATE: _____