



**GEORGIA-PACIFIC  
CENTER**

**AFTER HOURS ACCESS FORM**

Today's Date: \_\_\_\_\_

Tenant: \_\_\_\_\_

Suite: \_\_\_\_\_

Submitted By: \_\_\_\_\_

Phone: \_\_\_\_\_

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**CONTRACTORS WORKING**

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

Time: \_\_\_\_\_

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

Time: \_\_\_\_\_

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

Time: \_\_\_\_\_

Contractor: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

2nd Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

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**EVENT**

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

Time: \_\_\_\_\_

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

Time: \_\_\_\_\_

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

Time: \_\_\_\_\_

Number of Attendees: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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COI on file with/approved by Property Management?

YES

NO

Special Instructions (i.e., additional security presence, billed back to tenant or vendor):

\_\_\_\_\_  
\_\_\_\_\_

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PM/Engineering Approval: \_\_\_\_\_

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