



**450 North Brand Boulevard  
Glendale, CA 91203**

**PROPERTY REMOVAL AUTHORIZATION FORM**

**ACCESS INFORMATION**

**Date of Access:** From: \_\_\_\_\_ To: \_\_\_\_\_

**Time:** Begin: \_\_\_\_\_ AM/PM End: \_\_\_\_\_ AM/PM

**TENANT INFORMATION**

Suite # \_\_\_\_\_

Tenant Company \_\_\_\_\_ Tenant Representative \_\_\_\_\_

Tenant Phone \_\_\_\_\_ Tenant After-Hour Phone \_\_\_\_\_

**ITEM DESCRIPTION**

Please Specify: \_\_\_\_\_

FREIGHT RESERVATION

YES / NO (Circle one)

LOADING DOCK ACCESS (20-Minute Loading)

YES / NO (Circle one)

\_\_\_\_\_  
**Building Management Authorization**

**Date**

\_\_\_\_\_  
**Tenant Authorization**

**Date**

All requests must be received by 4:00PM on the preceding business day. Please email the completed form to Jeff Wong at [jeff.wong@cushwake.com](mailto:jeff.wong@cushwake.com) or deliver to 450 N. Brand Blvd., Suite 850. For additional information, please call (818) 553-6724.