

One BriarLake Plaza

OVERTIME PARKING GARAGE ATTENDANT REQUEST FORM

Parking garage is attended by Ampco System Parking during normal business hours to assist with any problems that may occur in the parking garage. Attendants are on duty from **7:00 a.m.** to **7:00 p.m.** Monday through Friday and closed on the weekends and building holidays.

Parking garage attendant requested after these hours is to be considered **overtime** and the tenants will be charged an approximate rate of **\$10.00 per hour plus tax and administrative fee, with a *minimum of two (2) hours.*** Any tenant requesting an overtime-parking garage attendant must complete and sign this form.

OVERTIME PARKING GARAGE ATTENDANT:

TENANT: _____

SUITE NUMBER: _____

DATE ATTENDANT IS NEEDED: _____

TIME ATTENDANT IS NEEDED:

FROM: _____ **AM / PM**

TO: _____ **AM / PM**

AUTHORIZED SIGNATURE: _____

DATE: _____

Please return this form to the Property Management office, Suite 1275, before 2:00 p.m. on weekdays and before 2:00 p.m. on Friday for weekend parking garage attendant.