



WORK PERMIT / TENANT ACCESS

CONTRACTOR ACCESS

TENANT ACCESS

GENERAL INFORMATION

TENANT _____

TENANT CONTACT _____ TELEPHONE _____

CRU _____

DATE OF REQUEST _____

GENERAL CONTRACTOR / SUB CONTRACTOR

COMPANY _____

CONTACT NAME _____ TELEPHONE _____

CELLULAR _____ EMAIL _____

I have read and agreed to Ivanhoe Cambridge's Building Permit Rules & Regulations

ACCESS INFORMATION

DATE OF WORK/ACCESS – FROM _____ TO _____

TIME OF WORK/ACCESS – FROM _____ TO _____

SHUTDOWN REQUIRED

ELECTRICAL SHUTDOWN _____ ELECTRICAL ROOM ACCESS _____

MECHANICAL SHUTDOWN _____ MECHANICAL ROOM ACCESS _____

GAS SHUTDOWN _____ ROOF ACCESS _____

SPRINKLER SHUTDOWN _____ (note: Valve Number & Zone below in OTHER) TELCO ACCESS _____

OTHER _____

ACCESS REQUIRED

All permits must be submitted a minimum of 24 hours in advance or 72 hours in advance for Monday access

DESCRIPTION OF WORK

*****Please include photos and/or maps as required*****