



**TENANT INFORMATION AND EMERGENCY CONTACT**

TENANT: \_\_\_\_\_ SUITE# \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

OFFICE MANAGER / AUTHORIZED REPRESENTATIVE:

NAME: \_\_\_\_\_

**EMERGENCY CONTACTS:**

1. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

2. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

3. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

**BILLING CONTACT: (For Rent Statements and Billing Related Questions)**

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

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**Please email a copy to your Property Manager [vangeles@holladayproperties.com](mailto:vangeles@holladayproperties.com)**