

**Cornerstone One
New Employee
Building/Parking Access Information**

This individual has been provided with a card and is authorized to enter the premises during non business hours. The building management office will assign these cards.

Card # _____ Name On Card: **X** _____

Company: **X** _____ Suite #: **X** _____

X Building Access Only: _____ or Building and Parking Access: _____

Authorized Signature: **X** _____

NOTE: A CHARGE OF \$10.00 WILL BE BILLED FOR EACH CARD ISSUED.

Parking Permit Information

Permit # _____ Tag # **X** _____

Year of Car: **X** _____ Make/Model: **X** _____

To be completed by Cornerstone Management Only:

Date: _____ Issued By: _____

***Every section on this form must be properly filled out in order for this request to be honored.**