

750 CAMBIE STREET



# ELEVATOR BOOKING

## 24 HOURS NOTICE IS REQUIRED

Please email (service@petersonbc.com), fax (604.688.3245) or deliver the completed form to **PETERSON COMMERCIAL**.

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

Tenant Name: \_\_\_\_\_ Suite #: \_\_\_\_\_

Requested By: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

From (Time): \_\_\_\_\_ To (Time): \_\_\_\_\_

(Note: No moving during building opening hours Monday to Friday)

Freight Elevator Booked In Advance: YES \_\_\_\_\_ NO \_\_\_\_\_

Elevator Padded: YES \_\_\_\_\_ NO \_\_\_\_\_

Dolly (upright or flat): \_\_\_\_\_

Name of Moving Co.: \_\_\_\_\_

Contact Name at Moving Co.: \_\_\_\_\_

Cell: \_\_\_\_\_

Security Booked: YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_

Security Booking Confirmed? YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_

Notes / Special Instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Tenant Authorization:

\_\_\_\_\_  
(authorized signature)

\_\_\_\_\_  
(print name & title)

Please note elevator booking times are weekdays from 9:30 to 11:30, 1:30 to 3:30 or after 6pm. The elevator may be booked on weekends or statutory holidays. Bookings outside of regular building hours will require additional security.