



YGNACIO CENTER

2033 N. Main St., Suite 210
Walnut Creek, CA 94596
Tel: 925-935-2033
Fax: 925-938-0107

BUILDING ACCESS APPLICATION

- New Card \$10.00 each
 - Replacement Card \$30.00 each Previous Card # _____
 - Reuse Card # _____
- (Charges will be billed directly to monthly rent statement)*

Building:

- 1990 N. California Blvd. **Suite:** _____
- 2033 N. Main Street **Suite:** _____
- 2001 N. Main Street **Suite:** _____

A request for a HID Proxy card has been received. The building access will be programmed; however authorization for 24 hour building access needs to be authorized by the appropriate individual from your office. Please remember to update your after hours authorization list each time you add or take away an applicant.

Please complete the information below and have it signed by an authorized individual.

APPLICANT NAME: _____

COMPANY: _____

SUITE #: _____ BUSINESS PHONE#: _____

I authorize 24 hour building access to the above applicant:

Signature: _____ Date: _____

Print Name: _____ Title: _____

Card acceptance signature: _____ Date: _____

PLEASE NOTE:

We will process your request in as timely a manner as possible.
However, the standard completion time for this request is 24 hours.