

TEN BANK STREET OVERNIGHT PARKING FORM

Name of Company: _____

Name of Employee: _____

Date leaving vehicle: _____ Date picking vehicle up: _____

Location where vehicle is parked: _____

Make, Model & Color of vehicle: _____

License Plate #: _____ State: _____

Emergency Phone #: _____ Email Address: _____

The reason for leaving your vehicle must be in the case of an emergency or business trip. Please check the appropriate box; if other, please explain. The maximum amount of time allowed to leave a vehicle in the garage is two (2) days, any longer and you must make arrangements with the Tenant Services Coordinator at (203) 353-4028.

Business Trip: _____

Emergency: _____

Other: _____

Signature: _____ Date: _____

Company Contact

****Please note: As per your leasing agreement, overnight parking is not allowed; we are providing this as a courtesy. Empire State Realty Trust reserves the right to deny any request.****

Please attach all completed forms to a Workspeed request or email to the Tenant Services Coordinator at lhenson@empirestaterealtytrust.com.