

TOTAL ENERGIES TOWER  
TENANT INFORMATION

TENANT: \_\_\_\_\_  
SUITE NO: \_\_\_\_\_  
NUMBER OF EMPLOYEES: \_\_\_\_\_  
MAIN PHONE NUMBER: \_\_\_\_\_  
FAX NUMBER: \_\_\_\_\_  
E-MAIL ADDRESS (tenant contact): \_\_\_\_\_

**AUTHORIZED TENANT CONTACT**

NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DIRECT PHONE NO.: \_\_\_\_\_

ALTERNATE NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DIRECT PHONE NO.: \_\_\_\_\_

**EMERGENCY AFTER-HOURS CONTACTS (Please provide 3 names)**

NAME: \_\_\_\_\_  
HOME PHONE NUMBER: \_\_\_\_\_ CELLULAR: \_\_\_\_\_

NAME: \_\_\_\_\_  
HOME PHONE NUMBER: \_\_\_\_\_ CELLULAR: \_\_\_\_\_

NAME: \_\_\_\_\_  
HOME PHONE NUMBER: \_\_\_\_\_ CELLULAR: \_\_\_\_\_

**TOP LOCAL SENIOR EXECUTIVE**

NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DIRECT PHONE NO.: \_\_\_\_\_

**COMPANY HOLIDAYS**

- |          |           |
|----------|-----------|
| 1. _____ | 2. _____  |
| 3. _____ | 4. _____  |
| 5. _____ | 6. _____  |
| 7. _____ | 8. _____  |
| 9. _____ | 10. _____ |

**FLOOR WARDEN(S) (One per 7,500 sf)**

- |          |          |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |