

INTEGRATED

REAL ESTATE SERVICES, L.L.C.

Please provide all of the information indicated and return promptly to our office. Maintaining current contact records allows us to reach you during business hours and after hours in the event of an emergency.

All information provided will remain confidential. Thank you for your cooperation. If you have changes in the future, please let us know by e-mailing them to service@ires1.com or FAX to (206) 903-8385.

ON-SITE INFORMATION

Tenant Name: _____ Suite#/Unit: _____

Building Name: _____

Building Address: _____

Business Phone: _____ Fax: _____

E-Mail Address: _____

Mailing Address: (if different than above)

EMERGENCY INFORMATION (After Business Hours)

#1 Contact Title/Name: _____

Phone #: _____ Cell#: _____

#2 Contact Title/Name: _____

Phone #: _____ Cell#: _____

ACCOUNTING / ACCOUNTS PAYABLE

Contact Name: _____

Business Phone: _____ Fax: _____

Mailing Address: _____

E-mail Address: _____