



NORMANDALE LAKE OFFICE PARK

Normandale Lake Office Park maintains a list of **Authorized Tenant Contacts**. Please update this form regularly with the Management Office to ensure accurate and correct information. This information is used by the management and security staff and is kept confidential. Please return the completed form to:

nlopreception@cushwake.com

fax 952-921-2190.

~ PLEASE PRINT LEGIBLY AND FILL OUT IN ITS ENTIRETY ~

DATE: _____ TOWER: _____ MAIN SUITE: _____ Other Floors: _____

COMPANY NAME: _____

WEB ADDRESS: _____

OF EMPLOYEES: _____

SUB-TENANTS/CONTACT/SUITE: _____

PRINCIPAL/MAIN DECISIONMAKER: _____

PHONE: _____ EMAIL : _____

OFFICE MANAGER: _____

PHONE: _____ EMAIL : _____

OFFICE RECEPTIONIST/DAILY CONTACT: _____

MAIN OFFICE PHONE: _____ EMAIL : _____

FIRST TO BE CALLED FOR EMERGENCY (include cell/after-hour number):

NAME: _____ PHONE(S): _____

SECOND TO BE CALLED FOR EMERGENCY (include cell/after-hour number):

NAME: _____ PHONE(S): _____

Notified in case of a **POWER OUTAGE** for Computer/Server Rooms (include cell/after-hour number):

NAME: _____ PHONE(S): _____

NAME: _____ PHONE(S): _____
