

Tenant Contact Information

Company: _____
Building: _____

Number of Employees: _____
Suite #: _____

All rental statements will be sent via email. Please provide a current billing email address below.

Billing Contact

Name: _____
Phone #: _____

Email: _____
Fax #: _____

Tenant Notice Address

Please check box for each that may apply

- Emergency Contact is an authorized contact for after hours emergencies
- Corrigo Users have access to Ciminelli's online work order system and create new work orders for the suite
- Authorized Key Holder allows contact access to space by Ciminelli staff if locked out, also allows contact to request additional keys, security cards or codes where applicable

If additional contacts are needed, please add them on an additional sheet of paper

Primary Contact

Name: _____
Phone #: _____

Email: _____
Fax # _____

Emergency Cell Number

Corrigo User

Authorized Key Holder

Additional Contacts

Name: _____
Phone #: _____

Email: _____
Fax # _____

Emergency Cell Number

Corrigo User

Authorized Key Holder

Name: _____
Phone #: _____

Email: _____
Fax # _____

Emergency Cell Number

Corrigo User

Authorized Key Holder

Name: _____
Phone #: _____

Email: _____
Fax # _____

Emergency Cell Number

Corrigo User

Authorized Key Holder

**Please complete form and return to:
receivables.tampa@ciminelli.com**