

KENNEDY WILSON

Access Card Request Form

150 S. El Camino Dr., Beverly Hills, CA 90210

The access card form is utilized to request a building access card for the appropriate secured floors. This form is also used to set up parking. This form may be used any time a new employee is hired, a keycard is lost, or the access status of an employee changes. Please note that on this form there is an "Authorized Signature" block which must be signed and dated by your authorized representative in order for us to process your request. There is a \$15 fee per access card.

New Card Change Info Delete Card Replace / Lost Card Fee Paid \$ _____

CARDHOLDER INFORMATION

Company Name: _____

Suite Number: _____

Employee Name: _____

Cell Phone: _____

Email: _____

Work Phone: _____

Authorized Signature: _____ Date: _____

BUILDING ACCESS

M-F 7am—7pm

24 HOURS

MONTHLY PARKER/VEHICLE INFORMATION

Primary Car Make/Model: _____

Year: _____

License Plate #: _____

Color: _____

Email: _____

Date: _____

INTERNAL USE ONLY

Keycard #: _____

Effective Date: _____

Rate: _____