



Request for Additional Key or FOB

Please return to the address indicated below:

25 Central Ave. West, Suite 200
Brockville, ON K6V 4N6
Tel.: 613-342-3840 or
1-800-267-8146
Fax: 613-342-8908

Office Location:
360 King Street West, Prescott, ON
Tel.: 613-925-0001 or
1-800-406-0420
Fax: 613-925-0301
Mailing Address:
25 Central Ave. West, Suite 200
Brockville, ON K6V 4N6

375 William Street South, Suite 100
Gananoque, ON K7G 1T2
Tel.: 613-382-8220 or
1-866-880-8284
Fax: 613-382-7599

Tenant Name(s): _____ **Unit:** _____

Tenant Code: _____ **Building:** _____

- I am requesting an additional Key
- I am requesting an additional FOB

The Key/FOB is required for: _____
Individual's Name

Relation to Tenant: _____

Please state why the Key/Fob is required for the above individual:

Tenant Signature

Date (mm/dd/yy)

FOR OFFICE USE ONLY

- Request approved for additional key Request approved for additional FOB
- Request denied for additional key Request denied for additional FOB

Comments:

Authorized Signature: _____

Date: _____
(mm/dd/yy)