

ONE GRAND CENTRAL PLACE

Authorized Workspeed Users

Please list below those individuals that you would like to set up as Workspeed users; thereby indicating from whom we may acknowledge requests. Contact the building's Management Office at (212) 697-0696 if you need assistance.

COMPANY NAME FLOOR SUITE #

NAME & TITLE OF REQUESTOR DATE

Users Information:

- **Tenant 1 – Primary Contact(s) from Company - Administrative Access**
- **Tenant 2 – Assistant to Tenant 1 – Restricted Access (NO Freight Reservations)**
- **Tenant 3 – All request must be authorized by Tenant 1 or 2 – Full Access (NO Reservations)**

1. _____
FULL NAME (Last, First) TITLE

EMAIL ADDRESS PHONE # Tenant: 1 2 3
(Circle One)

2. _____
FULL NAME (Last, First) TITLE

EMAIL ADDRESS PHONE # Tenant: 1 2 3
(Circle One)

3. _____
FULL NAME (Last, First) TITLE

EMAIL ADDRESS PHONE # Tenant: 1 2 3
(Circle One)

NUMBER OF PEOPLE THAT REGULARLY OCCUPY YOUR SPACE:

<u># OF PEOPLE:</u>	<u>FLOOR:</u>	<u>SUITE:</u>