



**PIEDMONT®**  
**OFFICE REALTY TRUST**  
1155 Perimeter Center West

After-Hours Access Authorization

WHO:

CONTRACTOR     VENDOR     TENANT GUEST

WHAT:

\_\_\_\_\_  
\_\_\_\_\_

WHEN:

Day: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

WHERE

:

\_\_\_\_\_

SPECIAL INSTRUCTIONS:

AUTHORIZATION:

\_\_\_\_\_

HANDLED BY:

TIME IN:

\_\_\_\_\_

TIME OUT:

\_\_\_\_\_

NO SHOW:

\_\_\_\_\_

(S/O Initials)

\_\_\_\_\_  
(Security Officer Signature)

\_\_\_\_\_  
(Security Officer Signature)

DISTRIBUTION: Security -----  
Engineering -----  
Janitors -----