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## PROPERTY REMOVAL FORM

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To reduce the risk of theft, before any large items can be removed from the premises, this form must be received by the Management Office. If an attempt is made to remove items without this form, the tenant after hours/emergency contact will be contacted for permission.

Date \_\_\_\_\_

Company \_\_\_\_\_ Tower \_\_\_\_\_ Suite \_\_\_\_\_

Description of property to be removed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Authorized by:

Print Name \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Phone Number \_\_\_\_\_

**Please fill out this form and attach it to a request in the Angus work order system.**

**Please email [lauryl.lowe@am.jll.com](mailto:lauryl.lowe@am.jll.com) with questions.**