

BRIARLAKE PLAZA
Access Card and Parking

CHANGE FORM

One BriarLake Plaza

Two BriarLake Plaza

Reserved

Unreserved

NAME: _____
P R I N T N A M E

COMPANY NAME: _____

ACCESS CARD (UPDATE):

Broken Lost New Defective Revoke

DELETE: CARD #: _____

ADD: CARD #: _____

VEHICLE INFORMATION (UPDATE):

DELETE:
YEAR _____ MAKE _____ MODEL _____ LICENSE PLATE #: _____

ADD:
YEAR _____ MAKE _____ MODEL _____ LICENSE PLATE #: _____

AVI TAG (UPDATE):

Broken Lost New Defective Revoke

DELETE: HCTR TAG # _____ NTTA Tag # _____ KSI Tag # _____

ADD: HCTR TAG # _____ NTTA Tag # _____ KSI Tag # _____

Harris Co. Toll Road "HCTR Tag" North Texas Tollway Authority "NTTA Tag" Kastle AV "KSI Tag"

SUBMIT PHOTO OF TOLL TAG

There will be a \$20.00 replacement fee for all lost AVI Tag and Building Access Cards. Lost, stolen or unauthorized AVI Tags and Building Access Cards will be rendered inoperable.

*Tenant Representative Signature

Date

***Must be signed by an authorized tenant contact with the ability to authorize the issuance of access cards.**

REVOKE	AUTH
DATE:	
ENTERED BY:	

PROPERTY MANAGEMENT USE ONLY: