

# SERVICE WORK PERMIT

EMAIL FORM TO: [tdcooperations@cadillacfairview.com](mailto:tdcooperations@cadillacfairview.com)



A CF PROPERTY

Please provide 72 hours for review and approval.

## GENERAL INFORMATION

TENANT \_\_\_\_\_

TENANT CONTACT \_\_\_\_\_ TELEPHONE \_\_\_\_\_

BUILDING \_\_\_\_\_ FLOOR(S) \_\_\_\_\_

DATE \_\_\_\_\_ EMAIL \_\_\_\_\_

## CONTRACTOR/SERVICE PROVIDER INFORMATION

COMPANY \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_

CELLULAR \_\_\_\_\_ EMAIL \_\_\_\_\_

## PROJECT/SERVICE(S) INFORMATION

DURATION FROM \_\_\_\_\_ TO \_\_\_\_\_

HOURS OF WORK FROM \_\_\_\_\_ TO \_\_\_\_\_

ACCESS CONTROL  PASSCARD  ESCORT  KEYS – TENANT  KEYS – COMMON

WILL THIS WORK BE COMPLETED IN AREAS OUTSIDE YOUR LEASEABLE SPACE (I.E. RISER ROOMS, MECHANICAL ROOMS, JANITOR CLOSETS, ETC.)?  YES  NO

IF YES, SPECIFY WHERE: \_\_\_\_\_

SUMMARY OF WORK \_\_\_\_\_

SUB-TRADES \_\_\_\_\_

## ACKNOWLEDGEMENT

TENANT SIGNATURE \_\_\_\_\_ CF SIGNATURE \_\_\_\_\_

NAME \_\_\_\_\_ NAME \_\_\_\_\_

- All fields are mandatory.
- ALL trades MUST be unionized. A comprehensive list of ALL trades, names of workers expected on site, and emergency contact numbers must be attached to this permit form
- Cadillac Fairview is not responsible for screening visitors to the buildings. Please ensure you are aware of the current COVID-19 screening requirements and that you do not enter the complex if you respond YES to any of those questions.
- All Vendors, Contractors and Consultants (Third Parties) shall comply, at its expense, with Cadillac Fairview's rules, regulations and requirements in connection with Covid-19, including, but not limited to, complying with CF's vaccination policy (which currently requires that all Third Parties that visit the Property be fully vaccinated), and shall ensure that their personnel including sub-vendors, contractors and consultants comply with same. Within five (5) days' of CF's request, the Third Parties should provide CF with such information with respect to the Third Parties and their Personnel and or sub-vendors, contractors and consultants as is reasonably required by the CF so that it can satisfy itself that the Third Parties have complied with the foregoing.

### FOR OFFICE USE ONLY

RECEIVED BY \_\_\_\_\_ DATE \_\_\_\_\_

DISTRIBUTION  OPERATIONS  TENANT RELATIONS  SECURITY & LIFE SAFETY  PROJECT MANAGEMENT

COMMENTS \_\_\_\_\_