

# MALKIN

## PROPERTIES

### 500 Mamaroneck Avenue OVER-NIGHT PARKING FORM

Name of Company: \_\_\_\_\_

Name of Employee: \_\_\_\_\_

Date leaving vehicle: \_\_\_\_\_ Date picking vehicle up: \_\_\_\_\_

Location where vehicle is parked: \_\_\_\_\_

Make, Model & Color of vehicle: \_\_\_\_\_

License Plate #: \_\_\_\_\_ State: \_\_\_\_\_

Emergency Phone #: \_\_\_\_\_

**The reason for leaving your vehicle, (must be in the case of an emergency or business trip) please check the appropriate box, If other, please explain. The maximum amount of time allowed to leave a vehicle in the garage is five (5) days, any longer; you must make other arrangements with the Facilities Tenant Service Administrator at 203-353-4028 – fax 203-353-4010.**

Business Trip: \_\_\_\_\_

Emergency: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_