

# Hines

## TENANT WARDEN CONTACTS

There must be at least two (2) Tenant Fire Wardens per floor/suite regardless of square feet occupied. The number of representatives required is determined by the amount of square footage in your leased space per floor. Each additional 7,500 square feet or portion thereof will require an additional representative.

0 – 7,500 square feet	Two (2) representatives are required
7,501 – 15,000 square feet	Two (2) representatives are required
15,001 – 22,500 square feet	Three (3) representatives are required
22,501 – 30,000 square feet	Four (4) representatives are required

### Tenant Warden #1:

Name: \_\_\_\_\_ Tenant: \_\_\_\_\_  
Suite: \_\_\_\_\_ Office Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

### Tenant Warden #2:

Name: \_\_\_\_\_ Tenant: \_\_\_\_\_  
Suite: \_\_\_\_\_ Office Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

### Tenant Warden #3:

Name: \_\_\_\_\_ Tenant: \_\_\_\_\_  
Suite: \_\_\_\_\_ Office Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

### Tenant Warden #4:

Name: \_\_\_\_\_ Tenant: \_\_\_\_\_  
Suite: \_\_\_\_\_ Office Phone #: \_\_\_\_\_  
Email: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

NOTE: For additional tenant wardens in your suite, please use another sheet of paper. Please email this form to the Hines Property Management office at [609main.pm@hines.com](mailto:609main.pm@hines.com).