

**LAUREL PARK PLACE OFFICE CENTER
BUILDING SIGNAGE REQUEST FORM**

SUITE DOOR SIGN

Building Standard: Brushed gold with black lettering measuring 8" x 15". Name appears in black using building standard typestyle. Suite number and building logo are standard as well.

Please print company name as it is to appear on suite sign. Check with Management Office for character limitations.

Suite Number

Logo may be included at additional costs. Provide graphic in .jpeg, .tif or .bmp format.

RETAIL SIGNAGE

Retail Standard: Gator foam letters painted black. Size, style and installation to match existing criteria.

Please print store name as it is to appear above storefront.

ELECTRONIC DIRECTORY

Building standard electronic directories are located at the Northeast and Northwest entrances as well as at the Security Desk in the South Atrium. Please provide the following information.

Company Listing

Company Name

Suite No. (3 Digit)
Building (i.e. East,
West, Center, South)

Individual Listings (Optional)

First Name

Last Name

Title

I approve the installation of signage as shown above. I agree to pay all applicable charges.

Authorized By: _____
Authorized Tenant Signature

Date: _____