

*2000 West Loop South*  
**Tenant Service Request System Set Up**

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In order to request service to your suite and view request status and history, please fill in the names of those employees who may request such services.

Company Name: \_\_\_\_\_ Suite #: \_\_\_\_\_

<b>Employee</b>	<b>Suite</b>	<b>Email</b>	<b>Phone</b>

Each staff member listed will receive an email with a user name and password to sign in. At [www.2000westloop.info](http://www.2000westloop.info) , go to Service Requests under the Quick Links section and log on anytime to submit service requests and review the progress of your previous requests.

**PLEASE RETURN THIS FORM TO THE MANAGEMENT OFFICE AS SOON AS POSSIBLE**  
Telephone: 713.871.8252 Fax: 713.961.5447 Email: [Courtney.Azizeh@am.jll.com](mailto:Courtney.Azizeh@am.jll.com)