



**AFTER HOURS  
TELEPHONE ENTRY SYSTEM**

The After Hours Telephone Entry System enables your visitors to contact you in your office to gain access to the building.

Here's how it works... Instruct your after-hours visitors to use the front entry doors. The Security keypad is located at the front door. It is fully automated with digital display. Your visitor will follow the instructions to determine your company code. Your telephone number is not displayed. Your visitor will key in the code number and your designated phone number will ring. If you want this visitor to gain entry to the building, press 9 on the keypad of your telephone. The front entry doors will momentarily automatically unlock.

This system is not compatible with voice mail. If no one is available to answer the designated telephone number, your visitor cannot gain access through the system.

You are entitled to one (1) telephone directory listing at no charge. Additional telephone directory listings are available at a one-time charge of \$35.00 each.

Please complete this form exactly as you would like your firm/name to be listed on the telephone directory. **Each listing has a maximum of 13 characters (including spaces).**

1<sup>st</sup> Listing (free)

Telephone # to call: \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_

Name: \_\_\_\_\_

Additional Listing

Telephone # to call: \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_ - \_\_\_

Name: \_\_\_\_\_

Please list any additional listings on a separate form.

TENANT \_\_\_\_\_

SUITE \_\_\_\_\_

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

CONTACT NUMBER \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**PLEASE RETURN THIS FORM TO:**

*Management Office*  
5599 San Felipe St., Suite 106 ♦ Houston, Texas 77056  
Email: [admin5599@tanglewoodproperty.com](mailto:admin5599@tanglewoodproperty.com)  
Phone: (713) 621-1300 Fax: (713) 621-0218