

AMG SERVICE AGREEMENT

Date _____
Company Name _____
Contact Name/Title _____
Address _____
City/State/Zip _____
Phone Number/E-mail _____
Federal ID # / SSN _____
Nature of your business _____

Number of offices _____
Suite Number(s) _____
Mailbox Number(s) _____
Phone Number(s) _____
Fax Number(s) _____
Fitness Center Locker Number(s) _____
Storage Unit Number(s) _____
Door Code (Minimum 6 digits, not starting with zero) _____
Copier Code (Can be the same as Door Code) _____
Agreement Start Date - Agreement End Date _____

Monthly Rent _____
Key deposit Qty. _____
Non-refundable set up fee _____
Security Deposit _____
CAM/Utilities _____
Phone Purchase(s) Qty. _____
Tax _____
Sub Total _____
Less Deposit _____
Total Due Now _____

Services
Furnished office _____
Conference/Training Room Hours Qty. _____
Meeting Room Hours Qty. _____
Reception, package & mail handling _____
Telephone Answering during bus. hours _____
Janitorial Services _____
Use of Fitness Center, lockerrooms _____
Fitness Center locker Qty. _____
Phone service # of lines _____
Fax service # of lines _____
High Speed Internet # of users _____
Phone Rental(s) Qty. _____
Cable TV Qty. _____
Storage Unit Qty. _____
CAM/Utilities _____
Total Monthly Fee _____

This agreement incorporates our Terms of Business which are attached to this agreement, which your signature confirms you have read and understood. Tenant acknowledges that additional services utilized such as copies, shipping, long distance services, etc. will be billed in arrears monthly.

Name _____ Name _____
Title _____ Title _____
Date _____ Date _____

Signed - Client Signed - AMG