

**BANK OF AMERICA PLAZA
PROPERTY REMOVAL PASS**

TENANT: _____

DATE OF REMOVAL: _____

TENANT'S EMPLOYEE NAME: _____

VENDOR NAME: _____

VENDOR'S EMPLOYEE NAME: _____

DIV./DEPT.: _____

DESCRIPTION OF MATERIAL: _____

PERSONAL PROPERTY: _____

COMPANY PROPERTY: _____

**CONTRACTOR/
VENDOR PROPERTY:** _____

**AUTHORIZED PERSONNEL/
SIGNATURE:** _____

TELEPHONE NUMBER: _____

INSTRUCTIONS

This Property Removal Pass, signed by an AUTHORIZED PERSONNEL, authorizes the removal of above-described material. To use the Property Removal Pass with the Security Officer, (1) show your identification and (2) provide copy of this pass.

DATE OF REMOVAL: _____

TIME OF REMOVAL: _____

DOCKMASTER/OFFICER INITIALS: _____