



Tenant Information Update Sheet – 1900 Avenue of the Stars

Date Updated:	_____		
Tenant:	_____	Suite #:	_____
Office Phone #:	( ) _____	Fax:	( ) _____
Primary On-Site Contact Name:	_____		
E-Mail Address:	_____		
Secondary On-Site Contact Name:	_____		
E-Mail Address:	_____		
Acctg. Contact:	_____		
Acctg. Phone:	( ) _____	Fax:	( ) _____
Acctg. Address:	_____		
Security System:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Company	_____

<b>Subtenants:</b>		
Name:	Contact Name:	Phone:
1 _____	_____	( ) _____
2 _____	_____	_____
3 _____	_____	( ) _____
_____	_____	_____

<b>After-Hours Emergency Contact</b>		
Name:	Home phone:	Mobile/Pgr:
1 _____	( ) _____	( ) _____
2 _____	( ) _____	( ) _____
3 _____	( ) _____	( ) _____
_____	_____	_____

**Please Return to:**  
**Topa Management Co.**  
**1800 Avenue of the Stars, Suite 1400**  
**Los Angeles, CA 90067**  
**Phone (310) 203-1870**  
**Fax (310) 203-1871**