

Tenant: _____
 Building: _____, Suite: _____

Job No.: _____ - _____
 (To be fill out by management office)

Tenant Finish Selection Authorization

Selections must be made from samples provided by Lamesa Properties, Limited or The Appelt Company. Samples are located the management office. Finish selections are necessary **only** for the finish materials necessary to complete the scope of work agreed to under separate agreement with Lamesa Properties.

I. Paint(s)

	Number	Name	Type/Manufacture/Location/Note
a.	_____	_____	_____
b.	_____	_____	_____
c.	_____	_____	_____

II. Carpet

Style	Color	Type/Manufacturer/Location/Note
_____	_____	_____

III. Carpet Border *(Select only if applicable. Not a Building Standard – additional charges to tenant may apply)*

Style	Color	Type/Manufacturer/Location/Note
_____	_____	_____

IV. Vinyl Composition Tile (VCT)

Number	Name	Type/Manufacturer/Location/Note
_____	_____	_____

V. Wall Base

Number	Name	Type/Manufacturer/Location/Note
_____	_____	_____

VI. Plastic Laminate *(Select only if applicable. Not a Building Standard – additional charges to tenant may apply)*

Number	Name	Type/Manufacturer/Location/Note
_____	_____	_____

VII. Signage - *Print below exactly how you want your company name to appear on the following signs:*

 Lobby Directory

 Suite ID Sign

VIII. Fire Warden

The City of Houston requires every tenant to have a designated Fire Warden. The Fire Warden is in charge of making sure everyone in your Suite has evacuated in the event of a sounding fire alarm. Name the person who would most likely be in the office at any given time.

 Print Name of Employee

Signature

By signing below, the Tenant acknowledges that the finish selections above are correct and intended to be used in the Suite identified. Lamesa Properties, Limited is not responsible for the overall styling or coordination of the finish selections. Any cost incurred due to changes made to the above selections is the responsibility of the Tenant

 Tenant Name (Type or Print)

 Title

 Signature

 Date