



**RIVERFRONT OFFICE PARK
ONE & 101 MAIN STREET
CAMBRIDGE, MA 02142**

Email: dtorres@necsecurity.com and swoart@necsecurity.com

Phone: (617) 497-7711 Fax: (617) 494-1760

OVERNIGHT & EXTENDED PARKING REQUEST

Name: _____

Company: _____

Parking Access Card #: _____

Date of Request (Must provide before 1:00 PM on day prior to leaving vehicle): _____

Departure Date: _____ Return Date: _____

****Length of stay not to exceed 3 business days****

Parking Space # (please park on level 4A / spots in 409 - 507): _____

Make & Model of Vehicle: _____

Color of Vehicle: _____

State and License Number: _____

Primary Telephone Number: _____

Secondary Telephone Number: _____

Special Instructions in Case of Emergency: _____

Please note that anyone leaving a vehicle overnight may be towed for any reason due to an emergency. In an effort to avoid towing fees which will be due by the owner of the vehicle it is important to leave keys with an emergency cell # of someone nearby or in the building regularly. Please discuss with your main tenant contact.

***** Prior to departure, please forward a copy to CBRE-NE and keep a copy for your files. ONLY persons with a Riverfront Office Park access card are allowed to park overnight for any length of time up to 3 business days. Please contact the management office at 617-497-7711 with questions or concerns*****