

# BAY SQUARE CONDOMINIUM

## PERMANENT & TEMPORARY GUEST AUTHORIZATION FORM

### PERMANENT GUEST AUTHORIZATION

Resident Name(s): \_\_\_\_\_ Unit #: \_\_\_\_\_

Please allow the following guest(s) to enter my unit at any time:

Name(s):	Relationship (your answer is optional) (e.g., friend, relative, housecleaner, etc.):
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1. _____	_____
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2. _____	_____
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3. _____	_____
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4. _____	_____
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Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Print Resident Name

\_\_\_\_\_  
Signature of Resident

### TEMPORARY GUEST AUTHORIZATION

Please allow the following guest(s) to enter my unit on the specific dates indicated:

Name(s):	Inclusive Dates: (e.g., friend, relative, housecleaner, etc.):
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1 _____	_____ to _____
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2 _____	_____ to _____
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3 _____	_____ to _____
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4 _____	_____ to _____
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Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Print Resident Name

\_\_\_\_\_  
Signature of Resident

**PLEASE NOTE:** Concierge and staff members are not authorized to escort guests to your unit or to unlock or open any unit doors.