

BAY SQUARE CONDOMINIUM

PERMISSION TO SIGN FORM

(for packages, deliveries, etc.)

Please complete the following form if you wish the concierge or supervisor to sign for any packages, letters (certified or registered) or other items or deliveries requiring a signature.

The staff will not sign for items needing a signature unless we have written permission from a resident allowing this practice.

Packages should ordinarily be claimed within five (5) days. If you will be away and require more than five days to pick up your packages, please notify the front desk. Management reserves the right to return unclaimed packages to the sender.

By signing below, you grant permission for the concierge / supervisor to sign for any and all packages, letters (certified or registered), or any other items needing a signature.

I/We understand and agree that the Trustees of Bay Square Condominium, their managing agent, servants, employees, officers and directors shall not be liable or held responsible for any loss or damage to property or person arising from this authorization and hereby agree to indemnify and hold harmless said parties from any and all loss, liability, cost, damage and expense arising therefrom.

Unit #: _____

Resident Signature

Printed Name

Date

Resident Signature

Printed Name

Date

Witness Signature

Printed Name

Date