

Jones Lang LaSalle Americas, Inc.

OVERTIME AIR CONDITIONING

WORK ORDER #: _____

Air Conditioning cannot be guaranteed if ordered after Noon of the day the service is requested.

I hereby request one of the following services at the **1555 POYDRAS BUILDING**:

<u>Service:</u>	Please circle one of the following	<u>Cost:</u>
a) Overtime air-conditioning		<u>\$100.00</u> per hour small chiller
b) Fan usage*		<u>\$8.00</u> per hour

* (Please note that fan usage will only circulate existing building air.)

I will require service during the following period(s):

<u>Date(s)</u>	<u>Time Period</u> (pls circle am OR pm)	
_____	From _____ am/pm	To _____ am/pm
_____	From _____ am/pm	To _____ am/pm
_____	From _____ am/pm	To _____ am/pm

I understand I will be invoiced for the above services by Jones Lang LaSalle Americas, Inc. at the above rates.

Print Name

Date

Signature

Company

Building: _____

Suite #: _____

Please fax to 585-2674.

If your air request needs to be terminated before your requested time please notify a building engineer directly. They can be contacted through the security guard at the front desk. If you do not directly speak to the engineer and schedule this early shut down you will be charged for the full time period.