



GRUBB & ELLIS.
From Insight to Results

EXTERIOR DIGITAL DIRECTORY/AFTER HOURS INTERCOM INFORMATION

The Digital Directory that is located on exterior of the building allows an after hours visitor to look up the name of the tenant that he/she wants to visit, enter a two digit code and speak to the tenant to identify themselves. The tenant can then determine if they want to physically go the building entry and allow the visitor access. In order for the system to operate, we must have the following information.

TENANT/BUSINESS NAME (MAXIMUM OF 13 DIGITS):

AFTER HOURS TELEPHONE NUMBER (THIS MUST BE A TELEPHONE NUMBER THAT CAN BE ANSWERED BY THE TENANT AFTER BUSINESS HOURS. THIS CANNOT BE A NUMBER THAT IS AUTOMATICALLY ANSWERED BY OR TRANSFERRED TO AN ANSWERING MACHINE, ANSWERING SERVICE OR VOICE MAIL SYSTEM):
