

# ECJ CONDOMINIUM, INC.

Real Cor. Arzobispo Sts.  
Intramuros, Manila

## TENANT'S GENERAL INFORMATION SHEET

NAME OF COMPANY : \_\_\_\_\_

ADDRESS(Floor/Rm. No.) : \_\_\_\_\_

NATURE OF BUSINESS : \_\_\_\_\_ TEL. NOS.: \_\_\_\_\_

BRANCHES, IF ANY : \_\_\_\_\_

NUMBER OF EMPLOYEES : TOTAL: \_\_\_\_\_ REGULAR : \_\_\_\_\_ CONTRACTUAL: \_\_\_\_\_

LIST OF COMPANY OFFICERS :

<u>NAME</u>	<u>POSITION</u>	<u>TEL. NO.</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

CONTACT PERSON/S( For Emergency cases and/or BLDG. announcements)

APPROVING/AUTHORIZED PERSONNEL (For GATE PASS, RFS, AS & VSAF)

1. Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
Tel. Nos. : \_\_\_\_\_  
(Office & Res.) \_\_\_\_\_

1. Name : \_\_\_\_\_  
Position : \_\_\_\_\_  
Tel. Nos. : \_\_\_\_\_  
Signature : \_\_\_\_\_

2. Name : \_\_\_\_\_  
Address : \_\_\_\_\_  
Tel. Nos. : \_\_\_\_\_  
(Office & Res.) \_\_\_\_\_

2. Name : \_\_\_\_\_  
Position : \_\_\_\_\_  
Tel. Nos. : \_\_\_\_\_  
Signature : \_\_\_\_\_

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BY :

Date Accomplished

\_\_\_\_\_  
Signature Over Printed Name

\_\_\_\_\_  
Date Accomplished