MOVE-IN PUNCH LIST

IMPORTANT: Return this form by fax: (856) 482-2513 **OR** email: service@NeedlemanRE.com

Needleman
MANAGEMENT

Tenant Name:

Building Name:

Address:

Office Phone:

Suite:

We have made every effort to ensure that your new office/store is ready for you. Occasionally, an item or two is missed. Your move-in packet includes this form so y
of anything that needs to be corrected. Simply fill out and return to our office. Your request will be handled promptly.

Authorized by: _____ Date: _____

www.NeedlemanRE.com

Needleman Management
1060 N. Kings Hwy. Suite 250, Cherry Hill, NJ 08034
P: (856) 482-5959 **F:** (856) 482-6215
E: leasing@NeedlemanRE.com

Maintenance:
P: (856) 482-5959 **F:** (856) 482-2513
E: service@NeedlemanRE.com