



## NEW OFFICE TENANT INFORMATION

It is a pleasure to welcome you to our North Kansas City Community. We hope this will be the beginning of a mutually beneficial business relationship. The following information may aid you in expediting miscellaneous services.

<b>Occupational License:</b>	City of North Kansas City Department of Public Works 2010 Howell North Kansas City, MO 64116	(816) 274-6004
<b>Clay County Business Registration:</b>	County of Clay	(816) 407-3600
<b>Telephone:</b>	AT&T Business Telephone (other services available) Fiber Optics (available): liNKCity	1 (800) 499-7928 (816) 412-7990
<b>Other:</b>	NKC Police Department NKC Fire Department <b>EMERGENCY</b> -- Police/Fire/Ambulance	(816) 274-6013 (816) 274-6025 911

**Signage:** Contact the N. T. Realty office for directory strips and door signage. Landlord will order and install, and cost will be reimbursed by Tenant.

**Insurance:** Please furnish Northtown Devco with a Certificate of Commercial General Liability Insurance, listing Northtown Devco, a Missouri General Partnership, and N.T. Realty, Inc., a Missouri Corporation, as "Additional Insured," per the Lease Agreement.

**Rental Payment:** Your monthly rent should be made payable to Northtown Devco, and mailed to P. O. Box 414168, Kansas City, Missouri 64141-4168.

Emergency personnel are available 24 hours a day. During working hours, 8:00 a.m. to 5:00 p.m., please call LeeAnn Johnson, Property Manager, direct at (816) 221-2300. After hours and on weekends our automated answering service, also (816) 221-2300, pages on-call personnel.