



875 North Michigan Avenue

Tenant Elevator Lobby Directional Signage Request

Please complete the form below and submit to the Office of the Building.

Delivery Time: 2-3 weeks

Associated Cost:

New Tenants: None, if building standard is used.

Current Tenants: Management will provide an estimate for approval.

Submit Form to:

Management Office

875 N. Michigan Ave.

Suite 4100

P) 312.794.7777

F) 312.794.7776

Type of Signage

Check the box for all that applies:

- Lobby Directory
- Elevator Directory
- Suite Signage

Signage

Please print the name of your company and/or employees exactly as it should appear for signage:

If your signage includes a company logo or customized font, there will be a charge. Please email the logo to Colette White, cwhite@hearncompany.com. Company logo should be submitted in adobe illustrator, encapsulated postscript or corel draw. We cannot accept rasterized images as art. Art must be vectorized (no JPG or bitmap files).