

承租方未留存备用钥匙承诺书

致：北京嘉铭第一太平戴维斯物业管理有限公司

本人/本公司（_____）是嘉铭中心办公楼/商业_____座层_____单元之用户，现经本人/本公司认可完成全部收楼手续后正式入住，但因本人/本公司内部原因，不能向北京嘉铭第一太平戴维斯物业管理有限公司提供本人/本公司所租单元位置之备用钥匙。故现承诺如本人/本公司所租单元内发生任何问题，致使北京嘉铭第一太平戴维斯物业管理有限公司相关工作人员必须进入处理时，本人/本公司向北京嘉铭第一太平戴维斯物业管理有限公司提供之紧急情况联络人将无条件并在最短时间内赶至现场做开门工作。如因联络或路程等原因，导致时间不允许之情况下，北京嘉铭第一太平戴维斯物业管理有限公司相关部门有权视情况破门，而后通知本人/本公司之紧急情况联络人，期间所造成之必要损失，由本人/本公司负责。

此承诺书之有效期与租期一致，如需变更，可向客户服务部索取此“承诺书”并交还相关备用钥匙。

公司签章：

日期：

Tenant Acknowledgment for not providing Spare Keys

To: Beijing Jamming Savills Property Management Co. Ltd

I / Our company _____ is the tenant of Unit _____, Tower _____ (“said unit”) of JMC, Beijing and have officially moved-in the premise.

Owing to the unspoken reason(s) / our internal policy(s), we are unable to keep a spare set of door keys, Unit: _____, Tower: _____ in Savills Property Services (Beijing) Company Ltd. JMC for safe-keeping purpose.

I hereby understand and confirm that in case of emergency while management office staffs should gain access to the above-said property, tenants’ authorized contact persons (“Authorized contact”) will unconditionally arrive on-site as soon as practical to open the door.

Other than that such as communication or transports problems while authorized contact cannot arrive on time, management office would consider and prefer breaking-into the unit and inform the tenants / authorized contact afterwards . I / Our company will fully responsible for all liabilities incurred and subsequent loss.

Validity of this letter is the same the leasing period of the said unit. For further amendment, tenants are asked to reclaim this commitment letter from Customer Service Department and return the spare keys.

Company Stamp:

Date:
