



# Construction Workshop Extra - Key Quantities

## KEY QUANTITIES

**Has the tenant specified the quantity of keys they would like?**



## KEYS FOR TENANTS

The quantity of keys supplied to tenants can become an issue if we don't stay on top of it.

After we have issued the BUILDING STANDARD WORKSHEET and received the DOOR, LOCK AND KEY SCHEDULE it's time to begin asking about the quantity of keys the tenants would like. For those of you who may not want to bother the tenant with something as petty as key quantities I would like to share a scenario that is not uncommon.

The project is finished one day in the late afternoon. It's completed on time and everybody is happy. A couple of keys are issued to the tenant for each lock and the tenant looks at you, looks at the keys, looks at you again and asks; "where are the rest of the keys?" I need a lot more keys! I have people coming into our space 24/7 and I need more keys now!

Uh oh...this is not going to end well!

If you haven't heard anyone talking about quantity of keys for the tenant, perhaps it would be a good idea if you or someone on your team brought the subject up.