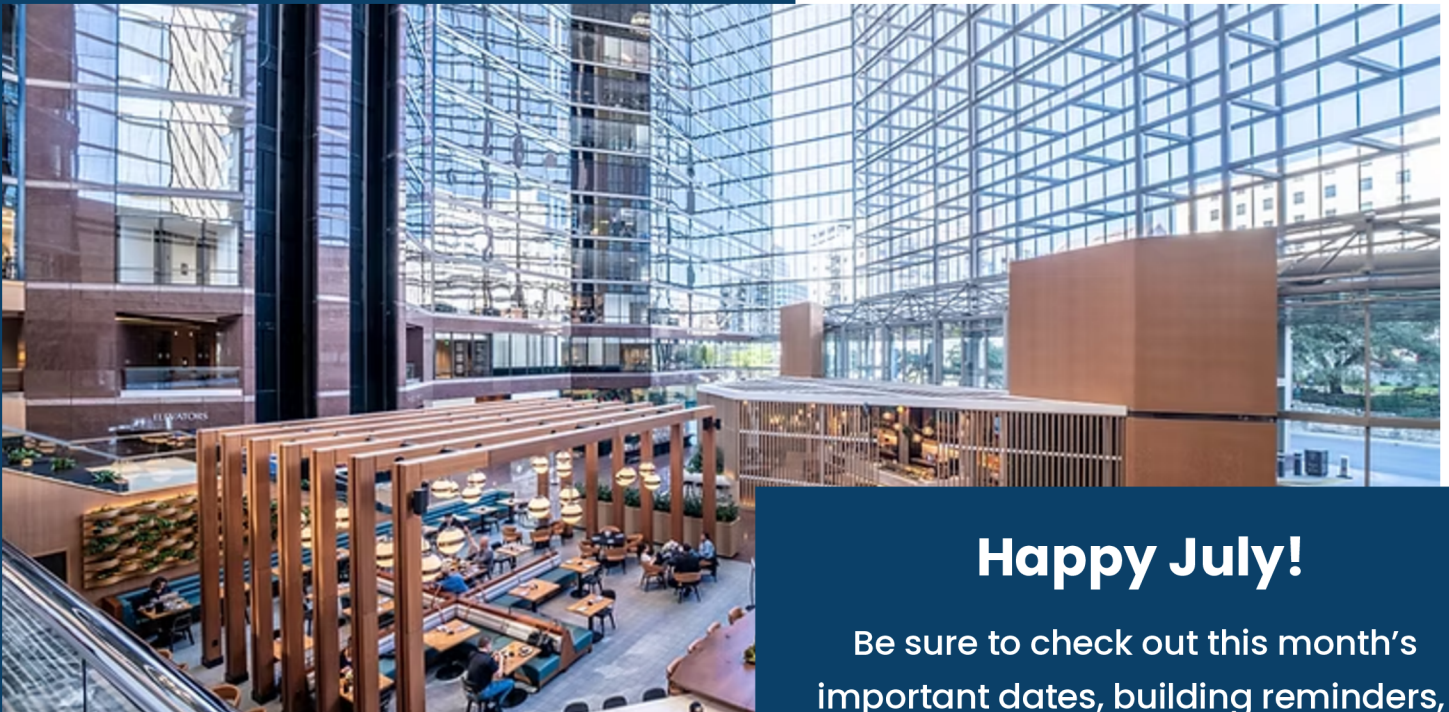


AUSTIN CENTRE NEWSLETTER

 Transwestern

July 2026



Happy July!

Be sure to check out this month's important dates, building reminders, and upcoming events.


As always reach out to the management team or submit a work order in IMPAK if you have any building questions or issues!

Looking for something fun to do? The Long Center is hosting free Drop-In Summer Concerts every Thursday. Their website and social media has more information about the artists, what to bring and when.

[Click this link for more details!](#)

Stay in the Know in the Building and Around Austin

7/1 - Rent Due! Please make sure to submit your rent payment timely.

7/3 - Management Office closed for the 4th of July. 

7/4 - Independence Day - Happy 4th of July!

Austin has concerts, musicals and films all month long. [Click here for the Visit Austin website for additional information.](#)



701 BRAZOS STREET, SUITE 380
512.320.5800

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Building Access Cards

The process for access cards has not changed, but we would like to remind all tenants.

When a new employee joins your team, please submit the required form to IMPAK, completed in full. This allows Security to create the employee's access card within 48 hours.

Parking access will also be added through this form.

The parking team can be reached at austin.centre@peakparking.com. You may contact them to add or remove parkers, ask questions about the garage, or receive assistance validating a guest parker.

When an employee leaves your team, it is important that both the Security and Management teams are notified. Please submit a work order so the employee's access card can be deactivated and parking access can be removed.

If possible, please return all unused access cards to the Management Office when an employee leaves your company.



Upcoming Fire Drill

In July, we will be hosting a fire warden meeting to prepare for our building fire drill this summer.

The Fire Warden Meeting is a building safety meeting for designated tenant representatives. We will review emergency procedures, evacuation routes, fire warden responsibilities, and building safety protocols to ensure all tenants are prepared in the event of an emergency.

Please be on the lookout for more information regarding the meeting and the fire drill.

The Building Team



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