

Please bring completed form to 151 Le Conte Hall. Access
Transaction Hours are: Monday-Friday 9:00 AM to 12:00 PM

DO NOT FOLD THIS FORM.
Folded or wrinkled forms will not
be accepted.

University of California Berkeley

Department

PHYSICS ACCESS REQUEST

PHYSICS

A APPLICANT INFORMATION- TO BE FILLED OUT BY APPLICANT- PLEASE PRINT CLEARLY

Last Name		First Name		SUPERVISOR OR RESEARCH GROUP Name:	
UC Status <input type="checkbox"/> Undergrad <input type="checkbox"/> Grad <input type="checkbox"/> Postdoc <input type="checkbox"/> Staff <input type="checkbox"/> Faculty <input type="checkbox"/> Visitor <input type="checkbox"/> Other					
Your Facility or Office Room Number and Building Name		Your Facility or Office Phone Number		Your e-mail address	
Your Home Address		City	State and Zip Code	Your Home Phone Number	
Student/Employee Number (on the front of your card)		Cal ID Card number (on the back of your card)		Application Date	

B ACCESS AGREEMENT-TO BE READ AND SIGNED BY APPLICANT

1. I will immediately report the loss of any University CAL ID to my supervisor, issuing department's Access Controller and the CAL 1 Card store at 180 Cesar Chavez Center, Lower Sproul Plaza 510-643-6839. Lost or non-functional CAL ID cards must be replaced at the Cal 1 Card store.
2. I will not lend, exchange or give my Cal ID or metal key to anyone, unless told to do so by the issuing department's Access Controller.
3. I will not let unauthorized persons in the buildings I have access to, prop open any doors or knowingly permit any unlawful activity. All suspicious or unlawful activity should be reported to UC Police 510-642-6760
4. I will not duplicate or allow anyone to duplicate a UC metal key or Cal ID. NOTE: CALIFORNIA LAW MAKES IT A MISDEMEANOR TO KNOWINLY DUPLICATE OR POSSESS WITHOUT AUTHORIZATION A UNIVERSITY Cal ID OR METAL KEY, WHICH ACT IS PUNISHABLE BY FINE OR BOTH FINE AND JAIL CONFINEMENT (PENAL CODE SECTION 469). Each authorized user is authorized to only carry one key per room. Duplicate or back-up keys may never be assigned.
5. Please review and provide all requirements for Physics Access before submitting forms: <http://physics.berkeley.edu/resources/building-services/access-requests>

Building Room # Serial # Deposit Amt Deposit Collected by:

BUILDING ACCESS ONLY CHECK HERE:

****\$20.00 deposit is required for each metal key**

Applicant's Signature		Date
HR Representatives Signature (When applicable)	Applicant's Expiration Date	Date
Supervisor , Principal Investigator, or Advisor's Authorization Signature		Date

***Actual activation date may take up to 10 days after submission to UCPD.**