

HWNI Card Key Access Request

C/O Corinne Lamata (clamata@berkeley.edu)

Name (Last, First)		
Email Address		
Access (mark all requested locations)	Barker East Entry	
	Barker Elevator	
	132 Barker Hall	
	Lab – indicate PI and room number	
	Evans Hall – main entrance	
Start Date/ End Date mm/dd/yy	to	
Employee or Student ID#		
5 or 6 digit string on back of ID		
Temporary ID Card needed?		
PI/ CAO Name		

**Signature of
PI/CAO**

Date

AGREEMENT

I understand and agree that upon issuance of the cardkey I assume certain responsibilities such as:

- that I will notify HWNI at the time of separation from UC employment .*
- that I will report it's loss or theft to HWNI as soon as such loss or theft is noted, and*
- that the cardkey is issued for my exclusive use and may not be loaned or used to allow any unauthorized person into a controlled area.*

I further understand and agree that my full cooperation will be expected during any investigation concerning a security matter which might have occurred in a controlled facility during a time when my presence in the facility has been recorded by the system.

Abuse of the cardkey privilege and/or non-compliance with this agreement is a violation of Penal code 469, and may result in the revocation of cardkey use and/or disciplinary or criminal action.

Cardholder's Signature

Date

Position:

Undersgrad, RA, Postdoc, etc.