



Facilities Planning & Management
CONTRACTOR ID CARD REQUEST

Name \_\_\_\_\_ Date Issued \_\_\_\_\_
Company \_\_\_\_\_ Date Access Needed \_\_\_\_\_

Card Holder's Company Cell Phone \_\_\_\_\_

Card Holder's Company Phone Number \_\_\_\_\_

Card Holder's Company E-mail Address \_\_\_\_\_

Access Needed for the Following Buildings \_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

ID cards will expire 60 days from the date activated. If you still need access to campus buildings, return to the Facilities Planning & Management Office to have your card re-activated.

ID cards must be displayed at all times on the outer most layer of clothing at chest level, in a manner such that the name and photo is visible and readable at all times while working on UW- La Crosse property. Failure to do so will result in your access being revoked.

Contractor Signature \_\_\_\_\_

State Issued Photo ID Checked \_\_\_\_\_

Card Office: Do not issue this card unless it is authorized and signed by Scott Brown or Scott Schumacher.

Scott Schumacher \_\_\_\_\_ Date \_\_\_\_\_

Scott Brown \_\_\_\_\_ Date \_\_\_\_\_