

TELEGRAPH BUILDING ACCESS REQUEST FORM



Instructions: Complete this form to request building access at the Berkeley Law Center for Research & Administration building located at 2850 Telegraph Avenue, Ste. 500 Berkeley, CA 94705-7220. You may submit this form electronically by clicking the "submit by email" button located at the top of this form, or "Print" the form and mail it to the address listed above or **Fax** it to 510 666-3438 attn: Building Access Request.

AUTHORIZED BY:

Name	Date	Department
Title	Campus Phone Number	Email

REQUESTING ACCESS FOR:

Last Name	First Name	Employment Type
*Employee /Student ID#	Proxy Number (found on back of UCB ID card)	Funded Unfunded
Is this position temporary?	Start Date	Appt. End Date (if applicable)

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***If this person is ineligible for a UCB issued ID card check the UNFUNDED box.**

OFFICE USE ONLY

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