

# George Mason University Police Department Signature Card for Electronic Access Authorization

The below named individual will be the Authorizing Agent for electronic access in the said department and/or activities. Electronic Access Control will recognize only this signature to authorize electronic access for the listed department/activities and Card Reader doors.

## ONE INDIVIDUAL PER FORM

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*Print full name*

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*Signature that will appear on requests*

The Authorizing Agent will be responsible for the following Department, Activities and/or specific Card Reader doors; List ALL rooms and use numbers where signage is available.

**PRINT FULL NAMES OF DEPARTMENTS AND/OR ACTIVITIES**

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Any changes to this authority should be done through Electronic Access Control. Any change of signees will require a new signature card to be filled out.

Approver must not be the same as the above named individual

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*Signature of Department Head, Dean or Vice President*

Date

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*Print full name of Department Head, Dean or Vice President*

Phone

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*Print Name of Approving Department or Activity*

**For Fairfax - Send original by Inter-Office mail to: CASO at Nottoway Annex 2A8**

**For Prince William –**

**Send original by Inter-Office mail to: Security/Access at Discovery Hall 4E2**