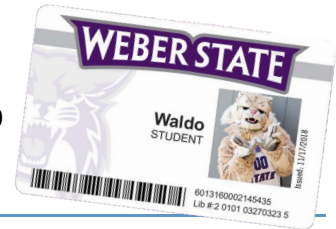


Door Access Smart Card

Ogden Wildcard Office – Shepherd Union Information Desk 801-626-6979

Davis Wildcard Office – Davis Student Services 801-395-3460



Individuals requiring proximity cards for door access must present a completed copy of this form and one (1) form of government issued identification to the Ogden Wildcard Office or the Davis Wildcard Office during regular business hours to be issued a 'prox' card.

Ogden Wildcard Office

Shepherd Union Building Information Desk

Davis Wildcard Office

Davis Student Services - D2, 2nd Floor

For office hours, visit www.weber.edu/Wildcard.

The Wildcard Office will process an inter-departmental billing for all cards issued to the employees or students of the department authorizing proximity card based door access:

- A \$10.00 new card fee will be incurred for first time card issuance.
- A \$20.00 replacement fee will be incurred for all reprints/replacements.

It is the department's responsibility to supply accurate information on employees needing door access.

Last Name	First Name	W Number	Classification	First Card (F) Replacement (R)

Complete additional names as needed.

Department Name: _____ Cost Code: _____

Department Head Signature: _____ Date: _____