



To: Department of Public Safety, University Police, Operations Division

Through: Director's Name:

Director's Title:

Director's Phone:

Director's Signature: \_\_\_\_\_

From: Your Name:

Your Title:

Your Work Phone:

Your UIN:

Your Home Phone:

Your Home Address:

Your Email:

Your Signature: \_\_\_\_\_

Date:

Subject: Building and Room Access

University Police Officer,

I. Indicate one of the following:

I request a new Warrior Access Card (WAC) for building access.

I currently have a Warrior Access Card (WAC) number \_\_\_\_\_



II. I am currently an employee of the university and require access to the following building and rooms:

**A. Founder's Hall**

1. All Access (Requires VPFA Authorization)
2. Exterior Doors
3. First Floor (List all rooms separated by a comma)
  - a.
4. Second Floor (List all rooms separated by a comma)
  - a.
5. Third Floor (List all rooms separated by a comma)
  - a.
6. Fourth Floor (List all rooms separated by a comma)
  - a.

**B. Warrior Hall**

1. All Access (Requires VPFA Authorization)
2. Exterior Doors
3. First Floor (List all rooms separated by a comma)
  - a.
4. Second Floor (List all rooms separated by a comma)
  - a.



5. Third Floor (List all rooms separated by a comma)

a.

6. Fourth Floor (List all rooms separated by a comma)

a.

**C. Heritage Hall**

1. All Access (Requires VPFA Authorization)

2. Exterior Doors

3. First Floor (List all rooms separated by a comma)

a.

4. Second Floor (List all rooms separated by a comma)

a.

5. Third Floor (List all rooms separated by a comma)

a.

III. I have read and understand TAMUCT Standard Administrative Procedure 21.99.99.DO.02 - Building Access Control, and agree to it as presented.

IV. I acknowledge receipt of the Warrior Access Card and/or keys described above.

V. At the time of issue, I will show a US Government or State ID that contains all pertinent information and provide a valid email address for entry into the key registry.

Thank you for your assistance.

Chuck Wilson  
University Police  
Texas A&M University – Central Texas