

295 Chipeta Way - Badge Access, Key & Parking Request

Send the completed form to re.admin@utah.edu

First Name		Last Name	
Department			
Supervisor			
UCard Badge# (2 number)			
*UNID			
Parking Request			
University of Utah employees: Follow steps to the right		Call Commuter Services: 801-581-6415 Ask for an REA Permit & be prepared with the following:	
Third Party (non-university employees): - Create a visitor account via the parking portal: https://utah.t2hosted.com/cmnauth_ext.aspx - Follow steps to the right		- Employee Name & UNID (if applicable) - University dept name or company name - License plate # & State issued - Expiration date for permit (if applicable)	

Key Request	
Room or Door Number	
Number of Keys to be Made	
Is this a new or replacement key?	
*Chart Field for Charges	
Keys are \$15 each	
REA Use Only	
Key Number	
Key Received By (Name and Date)	
Facility Manager Signature	

Manager or Supervisor Signature	Date
Employee Signature	Date
Contact our Client Services Help Desk immediately should you lose your badge at 801-587-8750 or re.admin@utah.edu	

Badge Access Request				
Access Needed		Clearance Description	Approvers	Approver Initials
Bus.	24/7			
		Pediatrics	A.Elstein/ E. Hansen/ N. Snow/S. Maxwell/ L.Hanson	
		Clinical Trials Office (CTO)	E. Hansen/ N. Snow/ E. Vanderhoof/ P. Rosen/ V. Bryant	
		Health & Wellness Center	E.Maxfield	
		Epidemiology	B. Rood / T. Sweeney/ A.Johnson/ C.DeMann	
		Genetic Epidemiology- Lv 4	L.Cannon-Albright	
		Pop. Health Services / HSIR	T. Sohm/ A. Gonzalez	
		General Internal Medicine	M. Cedillo/S. Low/M. Tinnes/J. Little	
		Gastroenterology	A.Holman/ T. Bryant	
		Rheumatology	J. Godina/ J. Hall	
		Cardiovascular	J. Kirk/ A. Woolley	
		Gynecology	K. Harvey	
		Common Area	J. Ferguson/ A. Hayford/ N. Rooney	
		Level 4 Doors	L.Johnson/A.Johnson/ C.DeMann/T.Sweeney	
		Breakroom 236	A.Elstein/ E. Hansen/ N. Snow/S. Maxwell/ L.Hanson	
		Storage Room # _____	Approver:	
		Building Operations	J. Ferguson / N. Rooney	
		Williams Co. Common Clr.	M. Kone	
Access Expiration Date (If Applicable)				

295 Chipeta- PEDS UIT Badge Access, Key & Parking Request

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Supervisor			
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*UNID			
Parking Request			
University of Utah employees: - Follow steps to the right Third Party (non-university employees): - Create a visitor account via the parking portal: https://utah.t2hosted.com/cm/autn_ext.aspx - Follow steps to the right		Call Commuter Services: 801-581-6415 Ask for an REA Permit & be prepared with the following: - Employee Name & UNID (if applicable) - University dept name or company name - License plate # & State issued - Expiration date for permit (if applicable)	

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BUS HRS	24/7 HRS	ROOM DESCRIPTION	APPROVAL	APPROVER INITIAL
		Peds Data Room 2C580	J. Genovesi / A. Demarco/ L. Young	
		Peds Server Room 2C584	J. Genovesi / A. Demarco/ L. Young	
		Peds Network Area 2N917	J. Genovesi / A. Demarco/ L. Young	
		2N840 Peds UPS/ Electric	J. Genovesi / A. Demarco/ L. Young	
		2N800 Facilities/Ops Shop	J. Genovesi / A. Demarco/ L. Young	
		2C582 Storage	J. Genovesi / A. Demarco/ L. Young	
		244 Electrical Rm 82	J. Genovesi / A. Demarco/ L. Young	
		2C023 Electrical RM	J. Genovesi / A. Demarco/ L. Young	
		110 Electrical Rm 85	J. Genovesi / A. Demarco/ L. Young	
		128 Telex Rm 18	J. Genovesi / A. Demarco/ L. Young	
		2N915 Storage	J. Genovesi / A. Demarco/ L. Young	