

Lamar Institute of Technology

Card Access Authorization Form

Complete form and return to:
LUPD 855 E Lavaca St., Technology Center (TC) Room 114B Beaumont,
Texas 77705

Assigned To
Employee ID #
Employee Email
Mobile Number
Department
Job Title

Access Card #
Building Name
Room Number(s)

Approved by: (Department Head)

Approved by: (Chief of Police)

Approved by: (VP Finance/Operations*)

Approved by: (President)**

Approved by: (Facilities Director)

* Building Entrance Keys

** For Master Keys and keys issued to employees reporting to the President.