University of Guelph ID Card Authorization

<table>
<thead>
<tr>
<th>Employee Name:</th>
<th>Employee #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept Name:</td>
<td>Dept #:</td>
</tr>
<tr>
<td>U of G Phone:</td>
<td>Barcode #:</td>
</tr>
</tbody>
</table>

For various purposes, including borrowing from the University of Guelph Library and those of affiliated universities, employees may be asked for a validated U of G Identification Card. If you wish to obtain this card:

1. Have this form authorized by Human Resources, University Centre Level 5; and

2. Take this form, when authorized, to the ID Card Centre of Registrarial Services, University Centre Level 3, for a required photograph and issuance of the card.

_________________________  _______________________
Employee Signature          Date

_________________________  _______________________
Human Resources Authorized Signature       Date

Human Resources Authorization

Employee is: [ ] Regular Full-time    [ ] Temporary   [ ] Retiree

_________________________  _______________________
Human Resources Authorized Signature       Date