

UNIVERSITY OF PENNSYLVANIA SCHOOL OF MEDICINE SPACE PLANNING & OPERATIONS SECURITY DIVISION ACCESS KEY APPLICATION		This form is for PERIMETERS Only. Revised 8/03	
TO BE COMPLETED BY APPLICANT	Name: _____ Last four digits of SS#: _____		
	Status: <input type="checkbox"/> Existing Key holder <input type="checkbox"/> New applicant		
	<input type="checkbox"/> (Employee U OF P): _____ Department Name: _____ <input type="checkbox"/> Faculty <input type="checkbox"/> Staff Dept. Phone #: _____ Lab/Office Phone #: _____		
	<input type="checkbox"/> Student: <input type="checkbox"/> U OF P Medical Student Mail Box #: _____ <input type="checkbox"/> Other (State school affiliation): _____		
	<input type="checkbox"/> Other (contractor, vendor, visitor, etc) Name & Organization: _____ Phone #: _____		
	Date: _____ Signature: _____		
TO BE COMPLETED BY BUSINESS ADMINISTRATOR	This category includes all buildings listed below		
	<input type="checkbox"/> 203 – SOM Perimeter Doors Anatomy Chemistry Archway Anatomy Chemistry West Entrance Anatomy-Chemistry South Entrance Blockley Hall – 1 st Floor Main Entrance Blockley Hall Ground Floor Entrance BRB II/III North Entrance BRB II/III South Entrance BRB II/III 1 st Floor Elevator Lobby BRB II/III 2 nd Floor Elevator Lobby CRB Main Entrance CRB Rear Entrance CRB Loading Dock to Elevator Lobby John Morgan Main Entrance Johnson Lobby to Morgan Johnson Elevator to Lobby Johnson Elevator Lobby to Library Johnson Library to Elevator Lobby Richards Main Entrance Richards Rear Entrance Stellar-Chance Main Entrance Stellar-Chance Elevator Lobby – 1 st Floor Stellar-Chance 2 nd Floor Lobby Stemmler Main Entrance Stemmler Stair tower - Ground Floor Stemmler Stair tower – Basement Stemmler Basement to HUP Stemmler Sub-basement Stemmler Tower to Rhoades Pavilion		
AUTHORIZATIONS (signatures required)	Applicant's Departmental Business Administrator: _____		Phone #: _____
	Key Issued by: _____	Issue Date: _____	Key #: _____
	Received by: _____		Date: _____