

**INSTITUTE OF MOLECULAR BIOPHYSICS
KEY/CARD ACCESS AUTHORIZATION FORM**

Please complete this form and get the appropriate signatures. This form must be completed and signed by the appropriate person(s) before key/card access can be issued. *Please attach copy of your FSU ID card.*

NAME: _____ **Card#** _____

Position/Title: _____ **Permanently housed in IMB:**
Yes No

KEYS: _____
Room # Room # Room # Room # Room # Room # Room # Room #

PI Name: _____

Signature of PI: _____
(Signature of PI is required) Date

NOTE: If Card Access is not required go to Listserve Section.

Please check the appropriate boxes below and return the form to Debra Fields-Walker or Regina Ware.

*****NOTE: Obtain necessary signatures below; if you cannot get signature, see Regina*****

Authorization/Signatures

		<input type="checkbox"/>	External Doors		
Start Date	End Date	<input type="checkbox"/>	001 & 005	Director, IMB	Date
		<input type="checkbox"/>	200A & 200C		
		<input type="checkbox"/>	300C		
		<input type="checkbox"/>	400A & 400C		
		<input type="checkbox"/>	500A & 500C		

		<input type="checkbox"/>	X-ray Facility (410 KLB)		
Start Date	End Date	<input type="checkbox"/>		Soma	Date

		<input type="checkbox"/>	Physical Biochemistry (300A & 318 KLB)		
Start Date	End Date	<input type="checkbox"/>		Mundoma or Hare	Date

		<input type="checkbox"/>	Protein Expression (312A & 312G KLB)		
Start Date	End Date	<input type="checkbox"/>		Hare	Date

MUST JOIN IMBPEOPLE LISTSERVE TO ACCESS BUILDING

<input type="checkbox"/>	I have joined imbpeople email list.		
(√)	Go to: https://lists.fsu.edu/mailman/listinfo/imbpeople (list below email used to join imbpeople)	Michael Zawrotny or Soma	Date

Subscribed Email Address: _____

FSN #: _____ (please log onto Blackboard.fsu.edu for this number)

(NOTE: Any misuse of form may result in all card access being revoked)