

REQUEST FOR CARDKEY

ID pictures/ cardkeys can be obtained at the Administration Office in the Receptionist Office, Room 101, (Cypress Street entrance) 1200 S. Dunton.

Hours are Monday through Friday, from 8:00AM – 4:00PM

Cardkeys are required for identification, and should be worn whenever you are in a school building. They also provide access to the buildings.

Please call **(847) 758-4900** to make arrangements to obtain your picture and cardkey

NAME:

SIGNATURE:

BUILDING: _____

POSITION: _____

ACCESS LEVEL: Executive Privilege _____
(24/7/365)

Limited Access _____
(7:00AM – 10:00PM M-F)

REQUESTED BY: _____

DATE: _____

REQUEST FOR CARDKEY

ID pictures/ cardkeys can be obtained at the Administration Office in the Receptionist Office, Room 101, (Cypress Street entrance) 1200 S. Dunton.

Hours are Monday through Friday, from 8:00AM – 4:00PM

Cardkeys are required for identification, and should be worn whenever you are in a school building. They also provide access to the buildings.

Please call **(847) 758-4900** to make arrangements to obtain your picture and cardkey

NAME:

SIGNATURE:

BUILDING: _____

POSITION: _____

ACCESS LEVEL: Executive Privilege _____
(24/7/365)

Limited Access _____
(7:00AM – 10:00PM M-F)

REQUESTED BY: _____

DATE: _____