

**Bemidji State University's Keyless Entry Form**

Once this form has been completed and you have your Supervisor's signature on it, please send it to:

Jeff Sande  
Physical Plant Director  
D347 Box 1

You will be contacted when your keyless entry card is completed and is ready to be picked up.

## BSU Resident Halls Keyless Access Form

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Department

**Check boxes next to the doors the Employee will need access to.**

**Birch Hall:**

Door B - S. Exterior Pair

Door F - N. Exterior

Door J - Tunnel Door

**Cedar Hall:**

Door A - N/W. Exterior

Door B - N/E. Exterior

Door C - S/W. Exterior

**Linden Hall:**

Not Available on this Form

**Maple Hall:**

Not Available on this Form

**Oak Hall:**

Door A - S. Exterior Pair

Door D - W. Exterior

Door E - N/W. Exterior

Door J - E. Exterior

Door L - S/E Exterior

**Pine Hall:**

Door A - S/W Exterior

**Tamarack Hall:**

Door A - W. Exterior Pair

Door E - S. Exterior Pair

Tunnel Door 23

**Walnut Hall:**

Door B - S/E. Exterior

Door G - W. Exterior

Door J - N/E. Exterior Pair

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

Revised: 1/8/2008