



JAMES MADISON
UNIVERSITY®

Employee Gate Permit Application

MSC 1301
Harrisonburg, VA 22807
Phone: 540.568.3300
Fax: 540.568.7301
www.jmu.edu/parking

Employee Name: _____ EMPLID: _____
Print (Last, First, Middle Initial)

Building: _____ Room: _____ MSC: _____

Office Phone: _____ Office Fax: _____ Cell Phone: _____ E-Mail: _____

Justification for permit request: _____

Employee Signature: _____ Date: _____

Signature Authority: Dean, Vice President or Associate /Assistant Vice President

Signature: _____ Date: _____

Name: _____ EMPLID: _____
Print (Last, First, Middle Initial)

Division: _____ Office Phone: _____ MSC: _____

- Requests for employee gate permits will be reviewed by Parking Services on a case by case basis.
- This form should be completed by the employee and forwarded to the appropriate signature authority for approval prior to being submitted to Parking Services for processing.

Parking Services Office Use

<i>Date Issued:</i> _____	<i>Expiration:</i> _____	<i>Permit Number:</i> _____
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