



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, Associate /Assistant Vice President, Provost or Vice Provost

Signature: _____ Date: _____

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

Division: _____ Office Phone: _____ MSC: _____

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

Parking and Transit Services Office Use

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