

Request for Access to Library (Sterling) Circle

Date Requested: _____

Requested By: _____
Print Name Signature

Phone # _____ Email Address _____

Your relationship to Furman?

Employee Student Visitor Vendor/Contractor

Reason access is needed? _____

What days and times is access needed? _____

How long will you will need access? _____

To be completed by Employees, Students and Visitors:

Vehicle Make _____ Vehicle Tag # _____

To be completed by Vendors and Contractors:

Company Name: _____

Street Address: _____

City, State, Zip: _____

Phone #: _____

Contact Name: _____ Title: _____

Notes: Only Company Vehicles will be permitted in this area

Completed forms should be emailed to ***parking.info@furman.edu*** or brought to the Furman University Police Department located in the basement of Hipp Hall. You will be contacted within 3 days regarding the status of your request.