



**Electrical / Alarms
REQUEST FOR SECURITY CODE**

Date: _____ Requested By: _____

Site: _____ Specific Area: _____

Security Code FOUR DIGITS:
(INDIVIDUALS TO CREATE FOUR DIGIT CODE) _____

SUPERVISORS
SIGNATURE: _____ Date: _____

MY SIGNATURE BELOW CONSTITUTES THAT I AM AWARE THE SECURITY CODE I AM REQUESTING ACCESSES THE ABOVE NAMED LOCATION. I WILL NOT RELEASE THIS CODE TO ANYONE UNLESS INSTRUCTED TO DO SO BY MY SUPERVISOR, AT WHICH TIME I WILL NOTIFY THE ALARM TECHNICIAN OF MY ACTIONS.

SIGNATURE OF INDIVIDUAL REQUESTING CODE: _____

Send completed form in a sealed envelope to the Alarm Technician in the
Maintenance and Operations Department.