Lock-Out List

Date ____________________________  Apt Phone # ____________________________  Tenant # ____________________________

Resident Name ___________________________________________________________  Work/Cell Phone# ____________________________

Spouse/Partner Name ______________________________________________________  Work/Cell Phone# ____________________________

Please list any individuals you would like to have access to a loaner key for your apartment:

Name_________________________  □ Child  □ Other  Name_________________________  □ Child  □ Other
Name_________________________  □ Child  □ Other  Name_________________________  □ Child  □ Other
Name_________________________  □ Child  □ Other  Name_________________________  □ Child  □ Other
Name_________________________  □ Child  □ Other  Name_________________________  □ Child  □ Other

Only the people listed on this form will be allowed to check out a loaner key for this apartment. I understand I must fill out a new form whenever I want to add or delete names on this list.

Loaner keys are available at the Maintenance Office during business hours. After hours, residents may gain access to their apartment for a fee by calling Campus Security.

Resident Signature _________________________________________________________

Revised 3/21