

Montpelier Exempted Village School District

1015 E. Brown Rd.
Montpelier, Ohio 43543
419.485.6700

Key/Security Card Assignment/Agreement

Name: _____ Address: _____
(Please Print) City: _____ State: _____
Telephone: _____
Email Address: _____

I understand that any key and/or security card issued to me is for my personal/professional use only and that I am responsible for its use. I also understand that I may need to purchase a replacement if lost or stolen.

Please return signed form to the Board of Education Office.

Signature

Date

If you should have any questions at any time, please contact the following:

Pam Pawlowicz - BOE Office
419-485-6722

Or

Jim Lee - Technology Staff
419-485-6717

For Office Use Only

Security Card Assignment

Security Card Number: _____

Keys have been issued.

Issuer Signature

Date