



**UNIVERSITY OF
GEORGIA**

Ramsey Student Center Guest Pass Request Form

Section 1 – Customer Information

Department Name

Department Number

Contact Person

Email Address

Campus Phone

Additional Comments

Section 2 – Request Details

PLEASE NOTE REQUESTS MUST BE MADE AT LEAST 24 HOURS IN ADVANCE OF NEEDING PASSES.

	Quantity	Unit Cost	Reason for Request
Ramsey Center Guest Pass		\$7	
Ramsey Center Youth Guest Pass		\$5	
			Total Cost

Section 3 – Payment Information

Cash

Check

Departmental Charge: _____
Account Number Account Name

I have read the guidelines for the passes I am purchasing. I understand that I as the caretaker of the passes for my department, I am responsible for ensuring the passes are used correctly. I have been granted the authority to charge the permit(s) to the account listed above.

Signature

Date

***Please return the order form via email at recsports@uga.edu or fax to 706-542-5590.**