



## AUTHORIZATION FORM

It may be difficult for some individuals in your office to come to the GOCard office due to working location or hours. GOCard services will facilitate your designation of a liaison to obtain the ID's for individual in your area. GOCard Services needs a designation of the liaison signed by the Department or Office Director and approval from each individual to the group for the liaison to deliver photos and obtain their GOCard.

|   |               |                   |
|---|---------------|-------------------|
| <b>Name of Authorizing Director</b> (printed)   |               |                   |
| <b>UID#</b>   | <b>NET ID</b> | <b>Signature*</b> |
| <b>Authorized Receiver</b> (Responsible for picking the GOCard(s) form the GOCard office)   |               |                   |
| <b>UID#</b>   | <b>NET ID</b> | <b>Signature*</b> |
| <b>Authorized Issuer</b> (Responsible for issuing the GOCard(s) to the appropriate Cardholder(s).<br>If this is a group the Issuer must also obtain the signature of the Cardholders) |               |                   |
| <b>UID#</b>   | <b>NET ID</b> | <b>Signature*</b> |

\*By signing this, the liaison become responsible for delivering the photos to the GOCard office and picking up the cards for personal delivery. You are also responsible for verifying the identity of each person on this list with a government issued ID or prior GU ID.

**For each photo to be delivered please supply the following:**

| Full Name | University ID or NetID | Signature of person the card is for |
|-----------|------------------------|-------------------------------------|
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**Continue list on back of form if necessary.**

Revised 01/20/2010