

**Gator 1 Card**  
**Staff and Faculty Authorization Form**

**This form must be completed for new and replacement Gator 1 UF ID Cards.**

**E & G Departments Payment Information:** The first card issued to new full-time employees may be paid through the E&G account of the Business Affairs Vice President's Office for E&G departments only. Replacement cards are not paid for through the E&G account. E&G payment does not include OPS employees.

**Applicant Information:** Bring your photo ID such as a driver's license or passport. If employee pays for new or replacement Gator 1 Cards, payment of \$15.00 cash, check, Visa, MasterCard, American Express, Discover card.

**Please Check One:**    E&G Pays                       Department Pays                       Employee Pays

Department payments may be made through an E2R transaction or with a PCard, please complete the chartfield information for E2R. Our office preference the E2R method, but we will accept PCard payment.

Department ID \_\_\_\_\_ Fund \_\_\_\_\_ Program \_\_\_\_\_ Account \_\_\_\_\_ 738000 \_\_\_\_\_

Source of Funds \_\_\_\_\_ Flex Code \_\_\_\_\_ Project Number \_\_\_\_\_

Paying by PCard – Provide department billing contact information below:

FCPA (Health Science Center Departments only.) Provide department billing contact information below:

Billing Contact Information:              Name of Billing Contact Person: \_\_\_\_\_

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
Phone Number    Campus Address    email address

Department Contact:

\_\_\_\_\_    \_\_\_\_\_  
Phone Number    Name of Person Completing Form (Please Print)

\_\_\_\_\_    \_\_\_\_\_  
Email Address    Signature of Person Completing Form

**University of Florida Employee Affiliation Information**

Faculty               Staff               OPS Employee               Health Science Center Printed on ID Card:    Yes     No

Student               Vendor               Other  (explain other): \_\_\_\_\_

UFID: \_\_\_\_\_

Name: \_\_\_\_\_    Credentials: \_\_\_\_\_

Title: \_\_\_\_\_

Department: \_\_\_\_\_

College: \_\_\_\_\_

Please bring this form to: Gator 1 Central (ID Card Services Office)  
Ground Floor - Room G071, UF Bookstore & Welcome Center, Museum Road  
OR Room 1111 Health Science Center (Atrium level, across from Food Court)  
Phone 352-392-8343              Fax 352-846-0907  
[www.gator1.ufl.edu](http://www.gator1.ufl.edu)

