

Visitor's Access Card & Vehicle Entry Permit Application Form

Instructions:

Please complete this form and return it, along with all supporting documents, to the Card Office on your respective campus.

Office Hours:

Monday – Friday: 08h00 to 15h30 (13h00 – 14h00 Lunch)

Edg: 031 260 2225

Hcc: 031 260 1427

Med: 031 260 4239

Pmb: 033 260 5254

Wst: 031 260 7965

Access Card? ☐ Yes ☐ No

Vehicle Entry permit? ☐ Yes ☐ No

DEPARTMENT / FACULTY OR SCHOOL VISITING

PURPOSE OF VISIT

APPLICANT INFORMATION

First Name

Last Name

ID / Passport No.

Contact No.

Email Address

VEHICLE INFORMATION (if applicable)

Vehicle Registration

Vehicle Colour

Vehicle Make

Vehicle Model

SUPPORTING DOCUMENTS (please attach where applicable)

☐ Copy of ID / Passport

☐ Copy of Driver's License

I, hereby confirm that the information provided is true and correct and that I agree to comply with all the university rules and regulations, security protocols, and access control policies. I understand that:

- The access card remains the property of the University of KwaZulu-Natal.
- Misuse of the access card may result in access removal.
- Lost or damaged cards must be reported to the Card Office immediately.
- A replacement card fee of R100 will apply.

Applicant Signature:

Date:

UKZN AUTHORISATION (School/Faculty Manager/H.O.D)

Authorised by

Date

Designation

Signature

Access Start Date

Access End Date

FOR OFFICE USE ONLY

Date Issued

Paid

R

Receipt No.

Access Card No.

VEP No.

P