Affiliate Access Card Application Form

This application form will begin the process of getting you a Zagcard for the Gonzaga Law School which will give you after-hours and weekend access when normally closed to the public, as well as checkout privileges for circulating materials.

You must be a bar card holder to obtain an AAC – no paralegals are currently allowed to apply.

Please fill out all sections below:

**Full Name as shown on State ID/DL (no nicknames):**

**Date of Birth:**

**Bar Card Number:**

**Phone Number:**

**Email Address:**

**Address (PO Box/street, city, state, zip):**

With this information, we will create a GU ID number for you. *It may take several days* to get this completed. Upon creation of the GU ID number, an email will be sent to the requestor to submit an approved picture for their ID card, as well as a copy of their government issued ID to Campus Card Services. Once approved, your ID will be printed and available for pickup from the Hemmingson Center Welcome Desk.

(Student employees: please return this application to the circulation supervisor)

Attorneys: please email this application to [circdesk@gonzaga.edu](mailto:circdesk@gonzaga.edu)

***For Staff Use Only***

*Alma account created (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*OnBase form submitted (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Door access added (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Gonzaga ID requested (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*