



# Authorization to Enter a Federal Building

Location: 50 United Nations Plaza Federal Building  
**Fax # (415) 436-7979**  
50 United Nations Plaza, San Francisco, California

To: Federal Protective Service (9PSF)  
**Fax # (415) 436-8079 Control Center**  
San Francisco District, San Francisco, California

Authorization to enter the building to conduct official business for the Government is granted for the person(s) listed below as follows:

Date(s): \_\_\_\_\_  
Approximate time: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Names of Personnel to be admitted: \_\_\_\_\_

**NOTES:**

- 1. INDIVIDUALS MUST PRESENT A VALID ID (i.e, Driver's License, Government Issued ID, etc.) TO BE ADMITTED TO THE BUILDING OR LOADING DOCK.**
- 2. PARKING AT THE LOADING DOCK IS LIMITED TO ONE HOUR.**

Location of Building Entry: \_\_\_\_\_  
Floors, Room # or Area: \_\_\_\_\_  
Purpose or Type of Work to be Performed by Vendor: \_\_\_\_\_

Requested by:

Approved by:

Tenant Name \_\_\_\_\_  
Tenant Title \_\_\_\_\_  
Phone Number \_\_\_\_\_  
**Fax Number** \_\_\_\_\_

\_\_\_\_\_  
Building Manager

Cc:  Official File  
 Loading Dock  
 Lobby