

Access Entry Order Form

Reviewed: April 2024
Next review: April 2025

Operations and Service Delivery Division, Ministry of SaskBuilds and Procurement
The form should be used to request key fobs, proximity, and parking cards.

Customers requesting key fobs/proximity cards are asked to fill in all applicable sections and email the completed form to controlroom@gov.sk.ca for processing.

Date (DD-MMM-YY)

Card/key fob Information

Item	Cost to Client	Quantity
Key Fob	\$10 each	
iClass Proximity Card	\$12 each	
Tagmaster Parking Card	\$17.23 each	

Ordering/Delivery Information

Requested by

Ministry/Organization

Delivery Contact

Ministry/Organization

(Unit) Street number

Street Name

City/Town

Postal Code

Project or JR number (if applicable)

Chargeback (Billing) Contact Information

Billing Contact

Ministry/Organization

(Unit) Street number

Street Name

City/Town

Postal Code