

# Physical Access Authorization Form Sample

This **physical access authorization form sample** is designed to streamline the process of granting secure entry to restricted areas within a facility. It ensures proper documentation and approval, enhancing overall safety and compliance. Utilizing this form helps organizations maintain control over who can access sensitive locations.

## Applicant Information

Full Name:

Employee/Contractor ID:

Department/Organization:

Contact Number:

Email Address:

## Access Details

Requested Area(s) of Access:

Reason for Access:

Level of Access:

Permanent

Access Dates (If Temporary):

MM/DD/YYYY - MM/DD/YYYY

## Authorizations

Authorizing Manager/Official	Name	Signature	Date
Direct Supervisor			
Security Manager			

Applicant Signature:

Date:

Submit Authorization Request