



---

## University Facilities Management

### General Lock Shop Charges

***New Card***

\$2.50 Plus .5 hour labor for off line access and .25 hour labor for online access

***Renew Card***

.25 hours labor

***Adding access to a card***

.5 hour labor for off line access and .25 hour labor for online access

***Replacement for broken/damaged card***

Free when the damaged card returned to the lock shop

***Usage report***

.5 hours labor

***Building key***

\$2.50

***Cabinet/desk keys***

\$1.25 plus .25 hour labor

***Re-key mechanical lock***

1.5 hours labor

***Labor charges (fiscal year 2017)***

\$41.66 per hour

***New lock install***

Ask for quote