

Referenced State Statutes

§ UWS 18.06 (12) Wis. Adm. Code --KEYS. (a) No person may duplicate a university key or request the unauthorized duplication of a university key. (b) No person may transfer any university key from an individual entrusted with its possession to an unauthorized person, or be in unauthorized possession of a university key. (c) Keys in the possession of an unauthorized person may be confiscated.

§ UWS 18.07 Wis. Adm. Code--PENALTIES. Unless otherwise specified, the penalty for violating any of the rules in § UWS 18.06 Wis Adm Code shall be a fine of not more than \$500, or imprisonment of not more than 90 days, or both, as provided in Section 36.11 (1) (a), Stats., 1973.

Lost Key Fee Schedule

<u>Room Category</u>	<u>Immediate Rekey Cost</u>	<u>Delayed Rekey Cost</u>	<u>Decision to Delay Made By</u>
Student Offices	\$75	Immediate Rekeying Required.	
Faculty Offices	\$75	\$25	Faculty Controlling Office
MS&E Research Labs	\$75	\$25	Faculty Controlling Lab
MSC Labs & Offices	\$75	\$25	MSC Director
MS&E Staff Offices	\$75	\$25	MS&E Chair
MSP Offices	\$75	\$25	MSP Chair
Teaching Labs	\$75	\$25	Lab Manager
Classrooms	\$75	\$25	Building Manager
MS&E Copy Room	\$75	\$25	MS&E Chair
Master Keys	\$75	Immediate Rekeying Required	

The following rooms (and only the following rooms) are designated for Delayed Rekeying. Keys lost for these rooms will incur a \$25 charge, all other keys lost will be \$75: _____