

**NORTH SYRACUSE CENTRAL SCHOOL DISTRICT
SUPPORT SERVICES COMPLEX
MAINTENANCE AND OPERATIONS DEPARTMENT**

The following keys were issued:

To: _____

Employee ID #: _____

By: _____

Key ID#: _____

Room #: _____

Date Issued: _____

Building Location #: _____

Key Surrender Date: _____

Initials: _____¹

Signed

Date

Signed

Date

¹ Entered into TeamWorks on Date: _____ By: _____