



Faculty and staff are eligible for a Spouse/Partner ID card.

	Request	Cost	Card Pickup *
Faculty/Staff	Email the completed form and a photo to be used for the ID card to hrservices@cornell.edu	\$40 cash or check made payable to: Cornell University	HR Services and Transitions Center 395 Pine Tree Road, East Hill Office Building, Suite 130 8:30am-4:30pm

*An email will be sent indicating when the card can be picked up. The card can only be picked up by the person who the card is for and they must show a valid ID.

GENERAL INFORMATION – COMPLETED BY PERSON REQUESTING THE ID CARD:			
Spouse/Partner Name (Last) (First) (Middle)			Date
Gender (Circle One) Male Female Unknown		Status (Circle One) Married Legal Partnership	Date of Birth:
Phone #			Phone Type: (circle one) HOME CELL
Current Local Address:			Email:

GENERAL INFORMATION – COMPLETED BY FACULTY/STAFF:	
Faculty/Staff Name: (Last) (First) (Middle)	Cornell ID #

We certify that the individuals named on this form are either married or in a legal domestic partnership. We understand the spouse/partner card is not transferable to others and Cornell is not responsible for the services associated with the spouse/partner ID card if lost or stolen.

The card must be returned to the Office of the University Registrar upon change of faculty or staff affiliation with Cornell University.

Print Faculty/Staff Name	Date
Print Spouse/Partner Name (Please Print)	Date

Signature of Faculty/Staff	Signature of Spouse/Partner

Official Use Only: Spouse/Partner EMPLID #: _____

Spouse/Partner ID Card privileges may include services from the following:

- **Library-** The library offers guest borrowing privileges. After obtaining the Spouse ID, take it to 116 Olin to be entered into the library's system.
- **Cornell Fitness Centers-** <http://fitness.cornell.edu>
- **Wellness Program-** <http://wellness.cornell.edu>
- **TCAT Buses-** <http://transportation.cornell.edu>, <http://www.tcatbus.com/>

IMPORTANT NOTICE:

Spouse/Partner ID cards do **not** include services when the card is issued. Individuals need to contact service providers for additional information on the services available. Additional fees may be associated with some or all of the services.