



OMAHA DOUGLAS PUBLIC BUILDING COMMISSION

Omaha-Douglas Civic Center
1819 Farnam Street
Omaha, Nebraska 68183
(402) 444-5345

Employee Request for B Level Parking Access

(May be Faxed or Mailed in Inter-Department Envelope)

Fax # 402.444.5088

Date: _____

From: _____

Employee Information

1. Employee's Name _____
2. Department _____
3. Contact Number _____

B Level Parking Card Information

We must have approval from the parking administrator before access is given to B level

- The B level parking administrator for City employees is the Mayor's Office. They can be reached at 402.444.5000.
- The B level parking administrator for County Employees is Public Properties. They can be reached at 402.444.7878.

IF AUTHORIZED "B" LEVEL PARKING

a) Stall # _____

I DISC (Building Access) Information

Does employee currently have an I Disc assigned to them? _____

Access Card, I Discs and Key(s) must be surrendered to the Omaha Douglas Public Building Commission upon request or your departure from the above named department. Items are Subject to Random or Annual Audits.

Director/Department Head

Employee