

Building Access Policy for Bambini Parents and Guardians

This is to certify that you have received Access Card # _____ for use in accessing Mount Vernon Place United Methodist Church ("MVP") and certain spaces within. Please know that access cards are considered loaned property to all individuals that receive them. The Trustees and Director of Operations of MVP reserve the right to require access cards be returned at any time for any reason.

- 1. Access to the building should only be used for picking up and dropping off your child at Bambini Play & Learn from 8-9:30am and 4:30-6pm Monday through Friday. Use of the building during other times or for other purposes is not permitted. Please be aware that your key card won't work between 9:30 am and 4:30 pm and you'll need to call the center to be given access during those hours.** Entrance to the building with a Datawatch access card is only permitted via the main entrance (atrium doors at 900 Massachusetts Ave NW) and entrance from the 901 K St lobby.
2. Access cards must be kept in your possession or in a secure place at all times. To ensure security, an access card that is altered, especially with any identifying information, will be considered damaged and must be replaced.
3. Access cards may only be used by the parent or guardian receiving the card as indicated below; **the card may not be loaned to another person under any circumstances.** If another person is picking up or dropping off a child at Bambini other arrangements must be made with Bambini for access to the building.
4. Do not grant access into the building or spaces within to other persons with your access card.
5. If you lose an access card it must be reported immediately to Silvina Hopkins or Geraldine Watts, at Bambini (202.737.5454 during business hours or 703.307.3015 at other times).
6. All keys and access cards should be returned immediately if you no longer require access to the building for picking up or dropping off your child for Bambini.
7. Violation of these policies will result in immediate revocation of access.

By filling out the information below, you agree to abide by the policies stated above and maintain responsible usage of your access to MVP.

Name of child(ren) attending Bambini _____

Signature (parent/guardian) _____

Printed name (parent/guardian) _____

Date Released _____

Acknowledged _____
Silvina Hopkins or Geraldine Watts, Bambini

Alison Malloy, Director of Operations, MVP

OFFICE USE ONLY

Access Card Return Date: _____ Received By: _____