

Steps to Obtain Access to Other Areas on Campus

Client Services only manages keys for some rooms on campus. Areas that require card access, or for keys to filing cabinets or audio visual equipment are managed by other departments. For these types of access request, contact the appropriate department listed below:

- A/V Cabinet – Contact Western Technology Services (WTS); <https://wts.uwo.ca/ctg/documentation/keys.html>
- Card Access – Western Special Constable Services (WSCS); [Please see your supervisor or Administrative Office to have this arranged for you.](#)
- Office desk and cabinet keying – Facilities Management (FM); <https://fmeworq.adt.wts.uwo.ca/>