



External Group - Bear Bucks Card Request Form

Visitors wishing to obtain a card or cards pre-loaded with Bear Bucks must complete and submit this form to Campus Card Services (Fax: 5-4402 or email to campuscard@wustl.edu) prior to visit. The card(s) can be used to purchase goods and service on- and off-campus.

*Visit <http://card.wustl.edu/bear-bucks/> for a complete list of locations.

Once the form has been received, a Campus Card Services staff member will contact you to confirm the order, request payment, & arrange for pick-up. Bear Bucks cards cost \$1.00/card (this fee is in addition to Bear Bucks ordered). Any unused Bear Bucks will be forfeited.

Payment must be made in advance with cash or check only. Please make checks payable to Washington University in St. Louis.

Checks can be mailed to the following address:

**Washington University in St. Louis
Campus Box 1055
1 Brookings Drive
St. Louis, MO 63130**

For card order questions, please call Campus Card Services at (314) 935-8800.

Please allow two weeks for card orders to be processed.

Program/Group Name (to be printed on cards): _____

Number of cards needed: _____ Amount of Bear Bucks to be added to each card: _____

Amount cannot exceed \$2,000 per card.

Activation Date of Bear Bucks: _____ Expiration Date of Bear Bucks : _____

Requestor: _____ Requestor Phone #: _____

Requestor Signature: _____ Date: _____

ORDER PICKED UP BY:

Print Name: _____

Signature: _____ Date: _____

CCS OFFICIAL USE ONLY:

Card Numbers Assigned: _____ Plan # _____

Date Payment Received: _____ Check/Cash RV Deposit #: _____