

Please send this to: [home.hr-sfparkaccess.543c00@statefarm.com](mailto:home.hr-sfparkaccess.543c00@statefarm.com)

Employee and/or Retiree Name:  
Home Mailing Address:  
Location:  
Phone #:

Shelter Reservation: Yes or No

**(call 766-9666 to make the shelter reservation before filling out the form)**

Repeat for each guest:

**LAST NAME:**

**FIRST NAME:**

**CITY:**

**STATE:**

**Mark with an X if younger than 16:**

**DATE FOR PARK ACCESS:**

Form Instructions:

- Copy and Paste everything above the line into an email
- Please send this to: [home.hr-sfparkaccess.543c00@statefarm.com](mailto:home.hr-sfparkaccess.543c00@statefarm.com)
- Include on the Subject line: Park Access plus the dates you are requesting and your last name
- Additional lines can be added by copying from LAST NAME to DATE FOR PARK ACCESS and pasting that for each person.
- Fill in all requested information, incomplete forms will not be processed in a timely manner

### **Current Guest Policies**

Sunday through Thursday

Before 4:00 PM – 2 guests per employee

After 4:00 PM – 2 guests or a family unit per employee

Friday, Saturday & Holidays

Before 4:00 PM – NO GUESTS

After 4:00 PM – 2 guests or a family unit per employee

SFEA Office Staff requires two-week handling time when approving State Farm Park passes. This is a two-step approval process. HOME HR-SFPARKACCESS will first approve the request then forward the request to Security for approval. Once you have a confirmation from [HOME.ADSV-PARKSECURITY.317I00@STATEFARM.COM](mailto:HOME.ADSV-PARKSECURITY.317I00@STATEFARM.COM) please bring the email confirmation for Park access.

By sending this request to SFEA, I acknowledge that the request is for personal purposes and has no affiliation with an organization group. I understand that these guests will be accompanied by myself or a family member during their visit to State Farm Park. I will abide by the Park Reservation Guidelines as outlined on the SFEA website.

Remember if reserving a shelter to call 766-9666 before filling out the form.