



## Guest Access to State Farm Park

**\*\*This form is to be used when requesting guest access to State Farm Park.\*\***

**\*\*The former phone number associated with Guest Access and Shelter Reservations has been disconnected. Please follow the instructions below to request guest access to State Farm Park\*\***

How to use this form:

- 1) Copy and paste all information from Section B below into a blank email
- 2) Fill out all information, repeating the guest information for each guest you are requesting access
- 3) Send email with your information and guest information to [HOME HR-SFPARKACCESS](#)
- 4) Subject line of the email to read: **"Park Access, xx/xx, LAST NAME"**
  - a. Include the date of request
  - b. Populate last name of retiree requesting guest access
- 5) Once you receive email confirmation from [HOME ADSV-PARKSECURITY](#), print and bring for Park access.
- 6) If a Shelter Reservation is needed, fill out the "Shelter Reservation" form, and follow instructions

### Section A – Current Guest Policies

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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

HRSS/Activities requires two-week handling time when approving State Farm Park passes.

Once you receive email confirmation from [HOME ADSV-PARKSECURITY](#), print and bring for Park access.

By sending this request to HRSS/Activities, 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.

### Section B – Retiree Information and Guest Information

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Retiree Name:

Home Mailing Address:

Phone #:

Repeat for each guest:

**Last Name:**

**First Name:**

**City, State:**

**Is guest younger than 16?:**

**Date for Park access:**