



**MaineCard Service Center**

Memorial Union, Room 130, Orono, ME 04469  
207.581.CARD (2273) | um.mainecard@maine.edu  
umaine.edu/mainecard

<b>OFFICE USE ONLY</b>
Verification: _____
Processed by: _____

# MaineCard non-photo ID request form

Complete the form below and mail it to MaineCard Services, University of Maine, Memorial Union, Room 130, Orono, ME 04469.

For questions call 207.581.CARD.

Non-photo IDs are sent to Fogler Library to link the Library barcode. Linked ID cards are sent to the appropriate department for distribution.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Address: \_\_\_\_\_

State/Province: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_

MaineStreet ID #: \_\_\_\_\_ Date of Birth: \_\_\_/\_\_\_/\_\_\_

If you do not know your student ID, please list your social security number here: \_\_\_\_\_

**Select one:**

- First card
- Replacement card

**Classification:**

- Student: Undergraduate or Graduate
- Faculty/Staff
- Other: \_\_\_\_\_

**MaineCard eligibility**

Eligible MaineCard cardholders are part-time and full-time students and employees (referred to in this contract as cardholders). Student status is determined from the University’s Student Information System. Employee status is determined from the University’s Human Resources (HR) System of the Orono campus (with MaineStreet Employment Record). University of Maine System employees located on the Orono campus are eligible.

**MaineCard Services contact information and notification**

The MaineCard and all its services, are managed by the University through MaineCard Services, a unit of Auxiliary Services.  
Notice of lost or stolen cards need to be reported to MaineCard Services during business days at 207.581.CARD (2273) or online at [umaine.edu/mainecard](http://umaine.edu/mainecard).

**University business days**

The University business days are Monday through Friday, 7:30 a.m.–4 p.m., excluding holidays.

**Replacement cards**

There is a \$20 replacement fee for lost, stolen, or damaged cards outside of normal wear and tear. Once a MaineCard is declared lost it **can not** be reinstated.

By signing below, I hereby acknowledge that I have read the MaineCard Application Form and understand that replacement charges will be billed to my student account (unless paid in full at time of issuance) and that it is non-refundable. I further understand that if I find any previously issued MaineCard, I will return it to MaineCard Services or the Student Service Center as the MaineCard is the property of the University of Maine.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_