



PHYSICAL PLANT: GOLF CART CHECK OUT PROCEDURE

CHECK OUT PROCEDURE

Golf Carts are Checked Out on a "First Come First Served" Basis
A 48 Hours Work Order Notification Is Required

- Reservations for golf carts can be made by submitting a work order through your Building Captain.
- Golf carts may be checked OUT/IN between 8:00am and 4:00pm, Monday - Friday.
- The person checking out the golf cart is liable for damages and will be responsible for repairs.
- Carts and keys must be returned to Facilities Management by 4:00pm on the agreed upon return date.
- Completion of the Golf Cart Training is required.
 - Log into the Learning Center using your UCONNECT username and password
 - Type "Golf Cart Training" in the Search Box
 - Complete training with a 100% correct