*Appendix to the Regulation No. 170*

*of the Rector of the University of Lodz of 29 April 2021*

**Application for ELSNA employee card for an academic teacher employed at the University of Lodz**

Rector of the University of Lodz

Prezydenta Gabriela Narutowicza 68

90-136, Łódź

Poland

I would like to request (select as appropriate):

* an ELSNA employee card;
* a duplicate of the ELSNA employee card. The previous card was: stolen/lost/destroyed\*. In the event of recovering the lost employee card, I undertake to return it to the Employee Affairs Department of the University of Lodz;
* replacement of the existing ELSNA card due to: the change of data printed on the card/damage/destruction precluding the employee's identification/lack of space on a card to extend its validity\*.

**Employee details**

|  |  |
| --- | --- |
| Full name, employee code |  |
| Name of the organisational unit and the department in which the person is employed |  |

At the same time, I undertake to return the ELSNA card to the UL Employee Affairs Department in the event of termination or expiry of the employment relationship, at the latest on the last day of employment.

Lodz, (date)…………………………… ……………………………………………

 (employee’s signature)

\*select as appropriate