



# Aggie Cash Application

ROUTING	IDS, MSC 3ID idsvs@nmsu.edu Phone 646-4835 Fax 646-7164
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This form constitutes application and agreement to open the following account with New Mexico State University, ID Card Services. Your signature indicates that you understand and accept the Terms and Conditions under which your account is operated (see page 2). The minimum deposit using a credit/debit card is \$25, no minimum deposit when using cash.

## SECTION 1: REQUESTOR INFORMATION

Print Name (Last, First, Middle Initial)	Aggie ID #
Street/Campus Address	
City, State, Zip	Home Phone
Signature	Date

## SECTION 2: REQUEST DETAILS

I am applying for:

- Student Debit Aggie Cash**
- Staff Debit Aggie Cash**
- Staff Credit Balance Aggie Cash.** Click here [http://www.nmsu.edu/%7Eidsvs/moneycard\\_paydeduct.pdf](http://www.nmsu.edu/%7Eidsvs/moneycard_paydeduct.pdf) to complete the Aggie Cash Payroll Deduction Authorization form. (Only regular NMSU employees are eligible for this option.)

## SECTION 3: REQUESTOR APPROVAL

**AUTHORIZATION TO DISCLOSE:**  
I give my permission to the ID Services Office of NMSU to disclose the current balance of my account to the person(s) listed below as requested either in person or over the telephone.

Please print clearly: \_\_\_\_\_

Signature of Account Holder: \_\_\_\_\_ Date: \_\_\_\_\_

## SECTION 5: INTERNAL DEPARTMENT USE ONLY

ID Card Services Approval: \_\_\_\_\_ Date: \_\_\_\_\_

## Aggie Cash Application - Terms and Conditions

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1. Your valid NMSU ID card must be presented to use the account.
2. Purchases cannot exceed the balance on your account. Purchases in excess of balance must be paid by Cash, Credit card/Debit card.
3. Aggie Cash accounts will be closed after a two year period of non-use. A \$10 administrative fee will be deducted from the balance. **REMEMBER: YOUR AGGIE CASH MAY NOT BE USED TO WITHDRAW CASH! DO NOT CONFUSE IT WITH AN ATM CARD!**

Refunds are made on request ONLY. A \$10 service fee is charged whenever a refund is made. Balances that are less than \$10 cannot be refunded. Refunds are made by check and will normally be mailed to a designated forwarding address within approximately ten working days.

4. The account holder is responsible for the security of his/her ID card. If a card is lost, it should immediately be reported to the ID Card Office where it will be invalidated.
5. Lost cards will be replaced for the current replacement fee and the balance in the account at the time the original was invalidated will be credited.
6. The University reserves the right to withdraw patron account privileges, cancel an account, or invalidate a card for cause. (Cause may include, but is not limited to: misconduct in dining facilities, bad checks in payment on account, misuse of an account, failure to abide by terms of the account, failure to maintain security of a card, or if a card is improperly in the possession of an unauthorized user).
7. The minimum deposit using a Debit/Credit card is \$25, no minimum deposit when using cash. This applies to deposits made in the ID Card Office as well as payments thru PHIL (located in Pete's Lab at Corbett Center Student Union).
8. The University is not responsible for misuse of your card. **DO NOT LOAN YOUR CARD TO OTHERS.** The cashiers will not accept your card when it is in the possession of others.