

The Key Shop

At some point in time each of us has locked ourselves out of our home or car. We have experienced standing in line at the hardware store listening to a high pitched grinding noise as we wait for a new key to be cut. Having keys goes hand in hand with security and having locks. Luckily for the MU campus community, there are talented individuals on campus who can handle any lock issue that comes up.

The Campus Facilities – Facility Operations – Key Shop, or just Key Shop for short, was established in 1963. It was originally located in the General Services Building which was completed the same year. In 1990 the Key Shop moved to Connelly Avenue Garage to be closer to campus customers. Since that time the Key Shop has expanded its services to include Remote Locking and Card Access services as well as implementing new “KEYS” software for tracking keys.

The primary mission of the Key Shop is to insure that campus facilities can be physically secured while also ensuring authorized access is allowed as required for routine and daily program functions. The unit's vision is to provide highly efficient, cost effective, and reliable service to our campus in regards to building security. Primary Key Shop responsibilities include: issue and cut keys, maintain a key tracking database, maintain key codes and related key records, encode ID badges for electronic card access doors on campus, maintain door hardware mechanisms related to latching and locking, perform general locksmith duties, and assist with department locking/keying issues.

Considering the number of locks on campus, the four employee crew of the Key Shop stays busy. Ultimately, however, they enjoy their role in supporting the academic mission of the University.

The Key Shop is located on the ground level of the Conley Avenue Garage. Their customer service window is open 7:30am – 4:00pm, Monday through Friday. Immediate processing of key requests is provided at the window Monday through Friday between 7:30 am and 10:00 am only. Service requests can be made through the Customer Service Center at 882-8211 or by email at umccfcustomerervice@missouri.edu. Key shop staff can be reached at 882-8219. The Key Shop is also included in the Campus Facilities website: <http://www.cf.missouri.edu> .