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| Project Name: | | |  | | | | | | | | | | Submission Date: | | | | |  | | |
| Requesting Department: | | | | | | | |  | | | | Requestor Signature: | | | | |  | | | |
| Project Location: | | | |  | | | | | | | | | | | | | | | | |
| Estimated Start Date: | | | | | |  | | | | | | Estimated Completion Date: | | | | | | | |  |
| Project Description: | | | | |  | | | | | | | | | | | | | | | |
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| Requestor Contact Information: | | | | | | | | | | | | | | | | | | | | |
| Name: |  | | | | | | | | | | Title: | |  | | | | | | | |
| Phone: | |  | | | | | Email: | | |  | | | | | Bldg/Room: | | | |  | |
| Proposed Source of Funding: | | | | | | | | |  | | | | | Signature: | |  | | | | |

Funding Source:  University  MURC  Foundation

*Furnish sketch and measurements if possible; attach and submit via approval level.*

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Please complete all information, print and forward the completed form to your Chairperson, Dean, or Director.

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| **Approvals** | **Signature** |  | **Date** | **Priority** |
|  |  |  |  | *High/Medium/Low* |
| Director, Physical Plant: |  |  |  | □ □ □ |
| Dean/Director: |  |  |  | □ □ □ |
| Provost: |  |  |  | □ □ □ |
| Senior V.P. for Administration: |  |  |  | □ □ □ |