

# Department of Chemistry Equipment Work Request

Requestor \_\_\_\_\_

PI Name \_\_\_\_\_ Location/Room # \_\_\_\_\_

Description of issue (be specific):

Equipment Model Number \_\_\_\_\_ Equipment Serial Number \_\_\_\_\_

MU Inventory Tag number \_\_\_\_\_ (If Applicable)

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## To be completed by Research Engineering Technologist

Response Notes :

A ticket will be created for your request and an estimated response date will be issued based on priority. Any changes to the response date will be communicated to you and your PI.

Time Stamp \_\_\_\_\_

Ticket Number \_\_\_\_\_ Est. Completion Date \_\_\_\_\_ Complete? \_\_\_\_\_