

REQUEST FOR SERVICE

*BAE SHOP
Biological and Agricultural Engineering
University of California, Davis*

JOB # _____

Requestor's Name: _____ Phone: _____ E-mail: _____

Department: _____ Project PI: _____ Authorization: _____

(Signature or e-mail attached)

Project Name: _____

Chart String or Billing Information:

Description of Service Requested: (Attach additional sheets as needed; e.g. CAD drawings, sketches, technical spec sheets)

Date needed and justification:

This section to be completed by BAE shop staff

Job accepted by: _____ Date: _____

Assigned to: _____ Hours: _____

Date Started: _____ Date Completed: _____

Assigned to: _____ Hours: _____

Materials: _____

Comments: _____

