



CHANGE REQUEST FORM

This form shall be used to request a change to the UI Design Standards & Procedures manual. Please complete and return via e-mail for further consideration:

Facilities Management – Design Standards & Procedures

Attn: Jake Humphreys

200 USB

Iowa City, IA 52242

jake-humphreys@uiowa.edu

Requestor’s First and Last Name: _____ Date: _____

Department Name: _____

Email address: _____ Phone: _____

Design Standards Edition: _____ Section Number: _____ Page Number: _____

Change suggested:

Please use additional paper or the back of this form to provide as much detail as possible (if needed).

Justification:

Reviewed and Approved for Submittal by: _____
(Signature of Requestor Department’s AD or Director)