## **PROJECT SCOPE**



Physi	ical	<b>Plant</b>	L
-------	------	--------------	---

DATE:		Physical Plant
PROJECT BUILDING/AREA:		ROOM/AREA:
REQUESTOR:		PHONE:
DEPARTMENT:	EMAIL:	

## **PROJECT SCOPE FOLLOW UP:**

Per discussion with [insert name] on [insert date], the Physical Plant is providing the following scope of work for this project:

	PRINTED NAME	SIGNATURE	DATE
Requestor			
Dean/Vice President			

<sup>\*</sup>Signature gives approval for Physical Plant to begin gathering cost estimates and proposals.