

Facilities Management

AiM On-line Requestor Form

Name: _____ **M#:** M_____

Email: _____ **Phone:** _____

Building: _____ **Room:** _____

Department: _____ **Banner Org Number:** _____

_____	Date: _____
(Requestor Signature)	
_____	Date: _____
(Banner Account Manager Signature)	

Please fill out, print, sign, and return to the office of Facilities Management by one of the following options:

- 1. Fax to 6270**
- 2. Return via Campus Mail**