**COLLEGE OF CHEMISTRY**

**SHOP WORK REQUEST**

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| **JOB NUMBER (SHOP USE ONLY)** | | | | | | | |  | **DATE (MONTH, DAY, YEAR)** | | | | | | | |  | **(SHOP USE ONLY)** |

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| **PRINCIPAL INVESTIGATOR** |  | **SPEEDTYPE** | | | | | | | | | | | |

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| **REQUESTOR’S NAME** |  | **REQUESTOR’S PHONE NUMBER** | | | | | | | | | | | |

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| **REQUESTOR’S EMAIL ADDRESS** |

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| **SHORT DESCRIPTION OF WORK/PROJECT** |  | **DRAWING**  **ATTACHED?** | | |

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**NOTES:**

**FOR SHOP USE ONLY BELOW LINE**

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**EMPLOYEE CODES**

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| **ESTIMATED COMPLETION** |  | **(DATE)** |  | **ESTIMATED MATERIAL COST** |  | **(DOLLARS)** |

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| **ESTIMATED LABOR** | | |  | **(HOURS)** |
|  | **QUANTITY** | **MATERIAL DESCRIPTION** | | | | **UNIT PRICE** | **TOTAL PRICE** |
| **1** |  |  | | | |  |  |
| **2** |  |  | | | |  |  |
| **3** |  |  | | | |  |  |
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