



## Restoration Projects Request Form

In order to support restoration teams as efficiently as possible, team members should submit all requests for materials in writing. Please submit all requests to Dag Spicer in person or to his mailbox in staff mailroom (2<sup>nd</sup> Floor). All requests will be reviewed and responded to within 1 week.

Name: BOB ERICKSON Date Submitted: 12/20/06

Project: 1401

Item: 526 CARD GUIDE Date Needed: 12/20/06

Request Description:

PLASTIC  
WOULD LIKE TO BORROW PUNCH STATION  
CARD GUIDE FROM 526 IN INVISIBLE STORAGE  
FOR A MONTH OR SO WHILE GRANT MAKES  
A DUPLICATE. THEN WILL RETURN PART TO 526.

### Administrative Review

Reviewed By: [Signature]

Approved  Denied  Reason Denied:

Replacement part found  
via Dwayne Hooley

Approved By: \_\_\_\_\_

Date: 1/2/2007