REQUEST FOR IT RESOURCES

EVENTSCAPE

REQUESTED FOR: _____

POSITION: _____

DEPARTMENT: _____

LOCATION: _____

REQUESTED BY: _____

APPROVED BY: _____

DATE REQUIRED: _____

EQUIPMENT/DEVICES	SOFTWARE REQUIRED
☐ PC (list specs below) _____ _____ _____ ☐ Mac (list specs below) _____ _____ _____ ☐ Second display (list specs below if required) _____ _____ ☐ Keyboard (include any special requests below) _____ _____ ☐ Mouse (include any special requests below) _____ _____ _____	☐ Adobe Creative Cloud: ☐ Adobe Pro ☐ Illustrator ☐ InDesign ☐ Photoshop ☐ AutoCAD ☐ Bluebeam ☐ Business Vision ☐ CAD Viewer ☐ CAMWorks ☐ FileMaker Pro ☐ iWork ☐ Microsoft Office Suite ☐ Rhino ☐ Sketchup ☐ Solid Works ☐ Other: _____ _____ _____ _____
☐ Cellphone ☐ Tablet ☐ Android ☐ Android ☐ iPhone ☐ Apple ☐ No preference ☐ No preference	

ADDITIONAL NOTES:

_____

_____

_____

FOR IT USE ONLY

EMAIL: _____

PHONE EXTENSION: _____

PHONE DID: _____

ACTIVE DIRECTORY ID: _____

PASSWORD: _____

INITIAL: _____ **DATE:** _____