

## REQUISITION (PHYSICS WORKSHOP)

<b>Name of person submitting work:</b>					
<b>Name of Faculty Supervisor/Principle Investigator:</b>					
<b>Department:</b>		<b>Email:</b>		<b>Extension:</b>	
FUND	DEPT	TRUST	PROJECT	OBJECT	
<b>*Billing Code:</b>					
<b>*Approval:</b> _____				<b>Date:</b> _____	
<small>Faculty Signature</small>					

\* Approval and Billing Code **MUST** be obtained before work can commence

**Job Description:**

**Preliminary Estimate** (materials and hours): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Description of Materials Used	Cost
<b>Total Material Cost:</b>	

**Labour:** \_\_\_\_\_ hours at \_\_\_\_\_ (hourly rate) = **Total Labour Cost:** \_\_\_\_\_

**Labour** \_\_\_\_\_ + **Material** \_\_\_\_\_ = **Total Cost** \_\_\_\_\_

**Machinist Name:** \_\_\_\_\_