

LAFAYETTE COLLEGE

Request to Change Space Use and/or Occupant

Requestor: _____ Ext: _____ Department: _____

Building: _____ Room No: _____

Current Space Use:

Proposed Space Use:

Approvals

Department Head: _____

Date: _____ Approved Declined

Division Head/Provost (for Academic Division): _____

Date: _____ Approved Declined

Director of Facilities Planning & Construction: _____

Date: _____ Approved Declined

Vice President for Finance & Administration: _____

Date: _____ Approved Declined