



# GIS Request Form

Date of Request \_\_\_\_\_ Date Needed \_\_\_\_\_

Employee Name \_\_\_\_\_

Phone Numbers office \_\_\_\_\_ cell \_\_\_\_\_

Department \_\_\_\_\_

## Check All that Applies

Hard Copy Map Needed  Specify map size \_\_\_\_\_

Number of copies needed \_\_\_\_\_

Specify Paper Type Bond Glossy

Digital Data Needed

Data CD Required  Number of Copies Requested \_\_\_\_\_

Coordinate System Requested State Plane  UTM Geographic

Datum Requested NAD 27 NAD 83

## Brief Description of GIS Job Request

---

---

---

---

---

Where is the data coming from?

---

---

Who owns the data?

---

Cost of development?

---

Cost of maintenance?

---



Benefits?

---

---

---

---

Downside if we do not do the request?

---

---

---

---

Additional Comments

---

---

---

---

---

Department Approval \_\_\_\_\_  
GIS/IS Department Approval \_\_\_\_\_