TRAVIS UNIFIED SCHOOL DISTRICT

FACILITIES MODIFICATION REQUEST

This form is to be used to request the use of or modifications to facilities or grounds. Modifications include, but are not limited to: painting, including painting of murals, of interior or exterior walls of any structure or concrete or asphalt surface; installation, removal, or relocation of furniture, cabinetry, shelving, lighting, or equipment affixed to a wall or floor; installation of sheds or storage units; installation of gardens; installation or removal of any landscaping; or making any changes that will impact the function or aesthetics of any building or grounds. **Please allow up to six weeks for approval.**

Requestor Name:	
Site to be used or modified:	
Specific area of site:	
Date use or work to begin:	
Description of use or modification: (attach additional page if necessary)	

What is the cost?	
How will this be funded?	

Approvals

Site Administrator	
Manager, Maint. & Ops.	
Business Services	
Superintendent or Designee	