



Electrical and Computer Engineering: eHUB Service Request Form

SECTION 1: Requestor Information	
Name	<input type="text"/>
Title/Position	<input type="text"/>
UBC ID Number	<input type="text"/>
Department	<input type="text"/>
Email Address	<input type="text"/>
SECTION 2: Service Requested	
Maximum Authorized Amount	<input type="text"/> CAD
Expiry Date (for Standing Request)	<input type="text"/> (MM/DD/YYYY)
SECTION 3: SPEEDCHART/ WorkTag Information	
Program/Grant/Project/Gift	<input type="text"/>
Activity Code (if applicable)	<input type="text"/>
Cost Centre	<input type="text"/>
SECTION 4: Manager or Supervisor Information	
Name	<input type="text"/>
Title/Position	<input type="text"/>
Department	<input type="text"/>
Email Address	<input type="text"/>
Signature	<div style="border: 1px solid black; height: 40px; width: 100%;"></div> <input type="checkbox"/> Agree w/ eHUB costs policies (Makerspace Tools, Training & Consumables)
Date	<input type="text"/> (MM/DD/YYYY)