



Central Arizona College FACILITIES

ONE REQUEST PER FORM

Requester: (First Last)

Today's Date: (mm/dd/yyyy)

Select Campus: (Check One)

Bldg-Room # : (ex. E-101)

- AVC CGC FLC
- SMC SPC STC
- MAR

Labor Category: (Check One)

- Custodial Grounds Maintenance Motor Vehicle/Golf Cart

Custodial Services: (Only select if this is a Custodial Request)

- Pest Control (Indoor) Trash Removal (Indoor) Clean-Ups (Indoor) Other

Grounds Services: (Only select if this is a Grounds Request)

- Pest Control (Outdoor) Trash Removal (Outdoor) Landscaping (Clean-ups) Other

Maintenance Services: (Only select if this is a Maintenance Request)

- HVAC Hot/Cold Electrical Repairs Mechanical Repairs Plumbing Repairs Furniture Relocation
- Painting Carpentry Installations No Power Other

Motor Vehicle/Golf Cart Services: (Only select if this is a Motor Vehicle/Golf Cart Request)

- Golf Cart Motor Vehicle
- Battery Tire Repair Inspection Other

Description of Problem/Request:

Send completed forms to FacilitiesHelpDesk@centralaz.edu

This section is for Facilities use only:

Assigned By: _____

Completed By: _____
