

THE UNIVERSITY OF OKLAHOMA BUILDING FLOOR PLAN REQUEST FORM

Architectural & Engineering Services
Space Inventory
300 Kellogg Drive, Suite 300
Norman, Oklahoma 73019
Office: 405-325-6006
spaceinventory@ou.edu

Date of Request: _____ Name or Company Name: _____

File Format of Plans: PDF DWG Other (specify) _____

Driver's License # and State or OU ID: _____

I am which of the following: Student Faculty Staff Other (specify) _____

If faculty or staff what department: _____

If student what class & professor's name: _____

What is your student classification: Freshman Sophomore Junior Senior Graduate

What building(s) & floors are you requesting plans for? _____

How will the floor plans be used?

CONFIDENTIALITY NOTICE: These plans may contain confidential or proprietary information and are intended solely for the use of the individual or entity that requested them. If you are not the intended recipient, or the person responsible for delivering these plans to the intended recipient, you are hereby notified that any review, dissemination, distribution, printing, or copying of this material is strictly prohibited. These plans may not be published online or shared via any public platform without the express written permission of this office.

Signature: _____ Printed Name: _____

Company Name: _____

Address: _____

Phone: _____ Email: _____

Completed Internally by Space Inventory Team

Date Request Received: _____ Dated Request Fulfilled: _____

Plan(s) Sent Via: _____ Signature of Authorizer: _____

The following plans were issued in this format:

