



DOCUMENT REQUEST FORM

CAD Files:

Facility floor plans and campus mapping files (Buildings, Roads, Infrastructure, etc...) are available upon request. These files will only be distributed to either those affiliated with or, those performing official business with UMass Dartmouth.

Students requesting CAD files in support of academic projects must have their professors provide a written request via email to masterplanning@umassd.edu.

Hard Copy Maps / Plans:

The FPDC office houses hard copy plans for University facilities. Access requires prior approval by the FPDC Office. Access will be granted to either those affiliated with or, those performing official business with UMass Dartmouth.

Name: _____ Department/Firm: _____

Contact Information: _____ Date: _____

What is being requested? *(Include detailed list of documents required. Use a separate page for description if needed.)*

Is this related to an alteration/renovation? Yes No

Department: _____ Project Title: _____

Please allow one week for delivery of documents, but if documents required sooner, please call Tracy at x6746. Print jobs exceeding 11x17 in size or 10 sheets will be sent out to a local reprographics shop for printing. Jobs sent out require the customer to provide either a charge account number or a purchase order number.

Amount not to exceed: \$ _____ Speedtype # _____

Return this form to capitalprojects@umassd.edu