PI Name: _______________________________________

Project Name(s) and End Dates:

Project #1: Name ______________________________________  End Date: _________

Project #2: Name ______________________________________  End Date: _________

Project #3: Name ______________________________________  End Date: _________

Project #4: Name ______________________________________  End Date: _________

(If you are PI of multiple projects, but they do not share personnel and you do not wish them to share space, please fill out a separate form for each project.)

Space:

Do you wish to:

______ stay where you are now?

______ add space to what you have now?

______ move to another space?

______ request space?

______ relinquish space that you no longer need?

If you wish to add space, move, or request space, specify the basis for the request:

________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________

__________________________________________________________________________________
Project staff who will be occupying the space:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Hours worked</th>
<th>Hours/week spent in res. space</th>
<th>End date of position</th>
<th>Need desk?</th>
<th>Can share?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane Doe</td>
<td>Research assistant</td>
<td>MWF 10-3 pm</td>
<td>12</td>
<td>9/23/09</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

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