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| **Name of Applicant:** | |
| **Position:** | **Email:** |
| *Please note storage space is a charged commodity based on the volume and type of space occuplied* | |
| **Information and Details:** | |
| Description of items to be stored (Ambient temperature, **Non-cold storage**): | |
| Proposed storage area (room number(s)): | |
| Are there any hazardous chemicals/items? If Ýes,’ please describe hazardous items. | |
| Duration storage area(s) needed (Years/months): | |
| Description of items to be stored (**Cold storage**): | |
| Proposed freezer/fridges required: | |
| Are there any hazardous chemicals/items? If Ýes,’ please describe hazardous items. | |
| Duration cold storage area(s) needed (Years/months): | |
| **Signature of applicant (electronic signature preferred):**  **Date:** ……/…../………. | |

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| **APPROVAL** |
| **Head of Centre Authorisation** |
| **Name:**  **Signature (electronic signature preferred):**  **Date:** |
| **Submit Application** |
| * Please email this form to [B390\_Operational\_Committee@murdoch.edu.au](mailto:B390_Operational_Committee@murdoch.edu.au) |
| **PLEASE NOTE** |
| * Please note the HFI Building Operations Committee meet monthly, three – four weeks’ notice of applications is appreciated. If you require an urgent approval, please state this in your email. |