

Tulare Joint Union High School District  
Operational Services  
Site Alteration Request

- SAR -

Please complete this form to alter any (1) existing and site-owned buildings, (2) existing service systems that are integral parts of the building, and (3) existing land improvements. Please include the following:

- (1) Site Map showing exact location of alteration.
- (2) Any quotes or other specific information about the alteration.
- (3) Allow a minimum of two (2) weeks for approvals.
- (4) Site will bear all costs associated with this alteration.

Date		
Site		
Requestor		
Title		
Contact Number		
Type of Alteration		
Description of Alteration		
Reason for Alteration		
Estimated Amount		<i>Note: Maintenance &amp; Operations cannot fund the alteration out of the maintenance budget.</i>
Funding Source		

*Operational Services Use Only*

Conditions

- |  |  |
|--|--|
| <p>___ c-trane requirements:</p> <p>___ ped gate requirements:</p> | <p>(a) set on a 4" concrete slab</p> <p>(b) not more than 20' in length</p> <p>(c) minimum 30' from building</p> <p>(d) painted to match school color</p> <p>(e) create work order request if forklift is required to off-load equipment</p> |
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*Approvals*

\_\_\_ Site Administrator

\_\_\_ Maintenance Supervisor

\_\_\_ Grounds Lead

*Approved with Conditions*

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