

# FACILITIES MANAGEMENT SERVICE REQUEST

*If you have any questions, please call 725-3333*

## Notes

- To attach a photo or document, select the file or drag and drop in the attached photo/documents field.
- After verifying everything is correct, hit the "submit" button.

The screenshot shows the 'Submit Service Request' form on the Bowdoin website. The form is titled 'Submit Service Request' and includes a link to the 'Request Status Form'. It is divided into three main sections: 'Contact Info', 'Location Info', and 'Request Info'. The 'Contact Info' section has three input fields for NAME, EMAIL, and PHONE. The 'Location Info' section has three dropdown menus for BUILDING, FLOOR, and AREA. The 'Request Info' section has a text area for 'ACTION REQUESTED' and an 'ATTACHED PHOTOS/DOCUMENTS' section with a file upload icon and a 'Submit' button. Two red arrows point from the 'Notes' box to the file upload area and the 'Submit' button.

**Bowdoin**

### Submit Service Request

To check the status of an existing request, please use the [Request Status Form](#).

**Contact Info**

NAME \*  EMAIL \*  PHONE \*

**Location Info**

BUILDING \*  FLOOR \*  AREA \*

**Request Info**

ACTION REQUESTED \*

ATTACHED PHOTOS/DOCUMENTS

Select one or more files with the "Choose" button, or drag them here.