SERVICE REQUEST FORM

Environmental Health & Safety Office, 916 22nd Street, Knoxville, TN 37996
www.ehs.utk.edu

We will respond as soon as possible usually within 24-48 hours as staff availability allows.
If this is an emergency or chemical spill please call EHS @ 974-5084

Contact information:

Name: _____
First **Last**

Department: _____

Email: _____ **Phone:** _____

Please choose:

☐ Faculty ☐ Staff ☐ Student ☐ Other - _____
Please explain

Service: **Date of Request:** _____

Service Type: ☐ Air quality issues ☐ Consulting ☐ Ergonomics ☐ Extinguisher issue (include UT number)
☐ Hazardous Waste ☐ Lab assistance ☐ Lab Checkout ☐ Shipping
☐ Training Group/Departmental ☐ Other : _____
Please explain

Location/Building: _____ **Room #:** _____

Brief description of service being requested:

_____
_____
_____
_____
_____
_____
_____
_____

Please fax the form to 974-0094 or email to safety@utk.edu

Thank You

For office use only:
Date received: _____ *EHS Staff member:* _____
Comments :
_____
_____
_____