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| **Department** |  | **College** | **CoEHD** |
| **Requestor** |  | **WIN** |  |
| **Position of Requestor** |  | **Bronco Net ID** |  |
| **Date Requested** |  |  |  |

| Signature Stamp Request\* | | |
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| Departments needing to view signature | |  |
| 1. | 6. | |
| 2. | 7. | |
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| Addition of Document Type | |
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| Title of Document Type | **Departments/Users needing access** |
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| Installation of Imagenow Software/Moving of Imagenow License | | |
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| Office Number | Email Address | Availability |
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\*Please have the requestor sign a white sheet of paper and scan the document as a JPEG or TIFF to be attached to an email with this form.

**Email this form and any accompanying documents to:**

[**toby.boyle@wmich.edu**](mailto:toby.boyle@wmich.edu) **or** [**thomas.marquardt@wmich.edu**](mailto:thomas.marquardt@wmich.edu)