



**RELIABILITY AND ANALYTICS  
REPORT AND DATA REQUEST APPROVAL FORM**

This form should be used to request reports and data extracts from the AiM CMMS. Please be sure to fill out the form completely and then return it to **aimadmin@ucf.edu**. Please note that email requests without this form will not be considered and all signatures are required in order to proceed.

<b>DEPARTMENT:</b>		<b>DATE NEEDED:</b>	
<b>REQUESTOR:</b>		<b>TITLE:</b>	
<b>SUMMARY OF REQUEST:</b>			
<b>JUSTIFICATION FOR REQUEST:</b>			

\_\_\_\_\_  
REQUESTOR'S SIGNATURE

\_\_\_\_\_  
DEPARTMENT DIRECTOR

\_\_\_\_\_  
DIRECTOR'S SIGNATURE

\_\_\_\_\_  
AVP SIGNATURE