

Application for Access to CPDC Drawings

Please fill out this form completely (use reverse side if necessary) and return it to **Campus Planning, Design and Construction** at **Suite 160, R.S.S. Building, Stony Brook, NY 11794-6010 Attn: CPDC Drawings Access**, or Fax to (631) 632-3024. If you have not been contacted within 2-3 business days, please call (631) 632-6440.

Name (First, Last):		SBID:
E-mail:	Dept./Company:	n:
Address:		
Phone:	Best time to call:	Fax:
Please indicate your	relationship to the University:	
Faculty/Sta	ff Other Consultant or Contractor	r

Student Other (please specify):

Other NYS Employee, not employed at Stony Brook (please specify):

If you are not University Faculty/Staff, please indicate a contact at the University (Name, Department, Phone) with whom you are working:

Please list which building or project drawings, and what types of drawings (e.g. floor plans, mechanical, electrical) you are requesting access for:

For what reasons are you requesting access to the drawings?

For what time frame will you need access?

Please list other people in your organization or any outside consultants or contractors who you may be sharing these drawings with:

Account access is allowed for the applicant only for a period up to 1 year, with annual renewal required. Applicant is solely responsible for the use of the account and password. Drawings are to be used for the purpose of University business only. They may not be redistributed without the consent of Campus Planning, Design & Construction (CPDC). Misuse of account is cause for withdrawal of access. CPDC may disable the account at any time.

	Signature of Applicant	Date	
D	O NOT FILL IN SHADED AREA	S - FOR INTERNAL USE ONLY	
Date Received:	User ID:	Expires:	
Processed by:	Date:		Approved
Comments:			Denied
Architectural		Architectural - Utilities	
Architectural - Ceiling Pla	ans	Division of Laboratory Animals Rese	arch
Architectural - Elevations	s - Detail	Heating and A/C Zones	
Architectural - Elevations	s - Sections	Photographs	
Architectural - Floor Plan	IS	Topological - Site Plans	
Architectural - Floor Plan	is - Furniture	Topological - Site Plans - Landscapir	ng
Architectural - Mechanica	al - HVAC	Topological - Site Plans - Sections &	Details
Architectural - Schedules	& Details	Topological - Utilities	
Architectural - Structural	- Elevators/Escalators	Unsorted Drawings	
Architectural - Structural	- Foundations	☐ Utilities	