

**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
PHYSICAL PLANT OPERATIONS
ENERGY CONSERVATION UTILITY MANAGEMENT**

AFTER HOURS A/C REQUEST FORM

E-mail request to: emshelpdesk@browardschools.com

NAME: _____

PHONE #: _____ DATE _____

SCHOOL/DEPT NAME: _____

PURPOSE OF EVENT: _____

DATE(S) OF EVENT: _____

AREAS BEING USED: _____

TIMES A/C NEEDED: _____

START / STOP TIMES

All Requests must to be received no later than 1:00 pm to ensure proper scheduling.

Weekend Request must be received by 1:00 pm on Fridays.

PHONE # 754-321-4758

FORM # 3099

New 01/11