



University at Buffalo
The State University of New York

University Facilities
Customer Service

UNIVERSITY FACILITIES REQUEST FOR SIGNAGE

Name: _____ Department: _____

Address: _____

Phone: _____ Account number: _____

RF & UBF account users must complete
[Authorization Form](#)

Room location for sign: _____

Type of sign:

| | | | |
|-----------------|--------------------------|--------------|--------------------------|
| Desk (gravoply) | <input type="checkbox"/> | Hand painted | <input type="checkbox"/> |
| Stencil | <input type="checkbox"/> | Letter-On | <input type="checkbox"/> |

Wording for sign: _____

Other Special Details:

Color: _____

Size (sign, letters): _____

Misc.: _____

Return to: University Facilities/CUSTOMER SERVICE
RHONDA OR HEATHER
120 John Beane Center
Phone: 645-2025 or #71 from Campus Phone
Fax: 645-5965