**KU BookStore Change Request Form**

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| **Change Request** | |
| To be completed by the requestor. | |
| Change Request Number: | Creation Date: |
| Requestor Name: | Project Name: |
| Description of Request: | Priority: |
| Reason for Request: |  |
| To be completed by the project manager. | |
| Assigned to: | Date Assigned: |
| Skills Needed for Task: | Estimated Effort Hours: |
| Comments: | |