Date Request Submitted: `<MON. DD, YEAR>` Title of Change Request: `<quick description>`
Requestee: `<name>` Change Category:

- [ ] Scope
- [ ] Schedule
- [ ] Technology
- [ ] Other Description of change requested: `<what is the change going to change>` Reason for change: `<what is going wrong right now>` Justification for change: `<why its a good idea, and why it won't mess anything else up>`

Impact of change: `<what will the change affect? - ex. push a date back for a task>`

Note: at least three members of the team must agree for the change to go through. **Member Votes**:

Name	Date	Verdict

STATUS OF REQUEST: _____