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| GRC HIGHSCHOOL HELP DESK |  |

## Request for Approval to Hire

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| Applicant Information |
| |  |  |  |  | | --- | --- | --- | --- | | Reason for request: |  | date: |  | |
| |  |  |  |  | | --- | --- | --- | --- | | Applicant Name: |  |  |  | |  | Last | First | M.I. | |
| |  |  | | --- | --- | | Item model: |  | |
|  |
| |  |  |  |  | | --- | --- | --- | --- | | School name: |  | Room number: |  | | Problem with device: |  | Additional info: |  | |
| Description of problem |
|  |
| Additional Comments: |
|  |

Once filled out please send this for to the following email

[ClarkATC@hotmail.com](mailto:ClarkATC@hotmail.com).

We will get back to you asap