NanoFab Project Change Request

CNST Center for Nanoscale Science & Technology

This form is used to request multiple tasks associated with one project or to edit the authorized user list.
- Only the Principal Investigator (PI) may submit this form
- All tasks associated with a proprietary project shall remain proprietary
- All tasks associated with a non-proprietary project shall remain non-proprietary
- This form may take up to 3 to 5 business days to process. You will be notified upon completion.

Date of request: _____

Enter Existing Project Information (All information is required to ensure your request is processed correctly)

PI Name: _____   **PI Signature:** _____

Project number: N ___ ___ **.** ___ ___ ___ ___ **.** ___ ___

Project is (choose one): Proprietary ☐
Non-proprietary ☐

Project title: _____

Complete this section to remove user from all tasks associated with the project above.

Username: _____ **is no longer authorized to perform work on this project.**

Complete this section to create or edit tasks for this project.
List the tasks you wish to create or edit for this project (6 -24 characters)

Task 1 title:	Choose One: Create ☐ Deactivate ☐ Edit Users ☐
Authorized User's Name or NEMO ID	**Select one action per user**
	Add Existing User ☐ Add New User ☐ Remove User ☐
	Add Existing User ☐ Add New User ☐ Remove User ☐
	Add Existing User ☐ Add New User ☐ Remove User ☐

Task 2 title:	Choose One: Create ☐ Deactivate ☐ Edit Users ☐
Authorized User's Name or NEMO ID	**Select one action per user**
	Add Existing User ☐ Add New User ☐ Remove User ☐
	Add Existing User ☐ Add New User ☐ Remove User ☐
	Add Existing User ☐ Add New User ☐ Remove User ☐

After completing this form, please fax to (301) 975-8761 or scan and e-mail to nanofabuseroffice@nist.gov