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| A. REQUEST  |
| **Request Title:** |  |
| **Request Date:** |  |
| **Request Description:** |  |
| **Addendum Date:** |  |

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| B. ADDENDUM OVERVIEW & DETAILS |
| **1.** | **Provide a brief overview and details of the addendum:** |

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| **C. REQUESTOR CERTIFICATION**  |

 *My signature serves as approval that the request for information and/or data captured in this form is supported by the unit/college and details regarding said request are accurately represented in this form to the best of my knowledge.*

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|  |  |  |
| **Print Name** *(Requestor)* | **Signature** | **Date** |

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| **D. SPONSOR APPROVAL**  |

 *My signature serves as approval that the request for information and/or data captured in this form is supported by the unit/college and details regarding said request are accurately represented in this form to the best of my knowledge.*

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|  |  |  |
| **Print Name** *(Sponsor)* | **Signature** | **Date** |