**Server Request Form** Wartburg ITS

Requester’s Name Department

Click or tap here to enter text. Click or tap here to enter text.

Application Administrator (individual or department responsible for maintaining the application software)

Click or tap here to enter text.

Users who require remote access

Click or tap here to enter text.

# Server Information

**Are you replacing a current server?** Click or tap here to enter text.

**Server Type** (Check all that apply)  Application  Database  File  Print  Web

**Environment** (Choose one)  Production  Development

Does this system need to be available during Disaster Recovery?  Yes  No

Will this server house Personally Identifiable Information (PII)?  Yes  No

# System Requirements

(Check one)  Virtual Machine  Appliance

**Preferred Server Name** Click or tap here to enter text.

**Operating System** Click or tap here to enter text.

**Processor (Ghz)** Click or tap here to enter text.

**# of CPUs**  2  4  8  Click or tap here to enter text.

**RAM (GB)** Click or tap here to enter text.

**Special Instructions or Requests**

Click or tap here to enter text.

**Disk Space Required** **Backups Required**

C: (OS) 80 GB  Yes  No

Click or tap here to enter text.  Yes  No

Click or tap here to enter text.  Yes  No

# Authorization

Click or tap here to enter text. Click or tap to enter a date.

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Director of IT Infrastructure Services Date