

**GREENHOUSE BENCH SPACE REQUEST  
TEACHING FORM**

Faculty name: \_\_\_\_\_

Work phone #: \_\_\_\_\_

Teaching Assistant or staff: \_\_\_\_\_

E-mail: \_\_\_\_\_

\_\_\_\_\_

Emergency Notification Contact (and phone #): \_\_\_\_\_

Department: \_\_\_\_\_

Course Name: \_\_\_\_\_

Departmental Chart String: \_\_\_\_\_

Desired Start Date: \_\_\_\_\_ Estimated End Date: \_\_\_\_\_

**Desired Location:** *(please check desired facility location; use one form per facility location if requesting multiple sites)*

<input type="checkbox"/> <b>MAIN CAMPUS</b> (bench space charge is \$2.67/ft <sup>2</sup> /month (\$1.34 for nursery area)	<input type="checkbox"/> <b>HREC (Hort. Farm)</b> (East House bench space charge is \$1.87/ft <sup>2</sup> /month (\$0.93 for nursery pad area)	<input type="checkbox"/> <b>BRC (BioResearch Complex)</b> (bench space charge is \$2.14/ft <sup>2</sup> /month) <b>BRC #2, 3, 4 only</b>
Please anticipate a 3% increase in space fees for next fiscal year.		

House #(s) and/or bench(es) \_\_\_\_\_

**Approximate Space Requirements (sq. feet/month):** \_\_\_\_\_

(typical Main Campus ½ bench is 55 ft<sup>2</sup>, HRC bench is 40 ft<sup>2</sup>, and BRC benches vary with greenhouse).

**Plant Species:** \_\_\_\_\_

**Does project generate biohazardous plant material?** yes or no *(please circle one)*

**Are there potential environmental risks associated with this project?** yes or no *(please circle one)*  
*if yes to either above question, please contact Greenhouse Director for additional forms.*

**Special Requirements:**

1. Temperature range preferred: day \_\_\_\_\_, night: \_\_\_\_\_
2. Is day length critical? yes or no *(please circle one)*
3. Will you require HID/LED supplemental lighting? yes or no *(please circle one)*,  
 if yes, what is the day/night ratio? \_\_\_\_\_/\_\_\_\_\_
4. Fertilizer needed (Main Campus Facility's standard fertilizer is 15-16-17 at 150 ppm nitrogen):  
 yes or no *(please circle one)*
5. Other Requirements (recognized pests or diseases or other helpful hints):

**Please Note:**

1. Faculty and undergraduate teaching assistants (if paid), **MUST** complete the **EPA Worker Protection Standard** annually.
2. All plant material must be labeled with faculty name and course ID.
3. All plants will receive regular applications of water, fertilizer, and pesticides unless you specify otherwise.

Signature of Department Chair: \_\_\_\_\_

Date: \_\_\_\_\_