

**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)*

<b>MAIN CAMPUS</b> (bench space charge is \$2.67/ft <sup>2</sup> /month) (\$1.34 for nursery area)	<b>HREC (Hort. Farm)</b> (East House bench space charge is \$1.87/ft <sup>2</sup> /month) (\$0.93 for nursery pad area)	<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:**

- Temperature range preferred: day \_\_\_\_\_, night: \_\_\_\_\_
- Is day length critical? yes or no *(please circle one)*
- Will you require HID/LED supplemental lighting? yes or no *(please circle one)*,  
if yes, what is the day/night ratio? \_\_\_\_\_/\_\_\_\_\_
- Fertilizer needed ( \_\_\_\_\_ -16-17 at 150 ppm nitrogen):  
yes or no *(please circle one)*
- Other Requirements (recognized pests or diseases or other helpful hints):

**Please Note:**

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

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

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