



Right of Entry Request – UT Property

Upon completing this form, please send it via email to the Campus Real Estate Office; real.estate@austin.utexas.edu or if you have questions, call us at (512) 471-8400. Once received, your transaction will be promptly assigned for the appropriate required review.

Requesting Department or External Party:

Requestor Name:

Please Describe the reason for the Right of Entry Request:

Please describe the number of days and proposed hours (within the hours of 8:00 a.m. and 5:00 p.m.) for which access is requested:

Is this part of an approved project with UT?

Yes

No

If Yes, please describe:

Please describe the access points requested:

Property Legal Description/Address:

**Requesting Party to be listed on Agreement with
Contact Name / Phone / Email:**

Date:

INCLUDE any available pictures, aerials of property, site plans or related materials for the scope of work needed

**After receipt of the completed form, we will evaluate and respond with questions or requirements for further information / materials **