

## Hardware Hosting Request in Staging Room

### Requester's Section

Requested By		Request Date	
Requester Email ID		Requester Contact No	
Department Name & Address		Development Agency/SI organization Name & Address	
		Duration (Tentatively)	
Hardware Detail:	Count	Make	Model
Servers			
Software			
Network Devices			
Others			
Remarks(if any)		Required till date (Expiry date)	
Justification for Request			
Requested By [Sign, Name and Date]			

### Approver's Section

HPSDC Project Manager [Sign, Date]		HPSDC Nodal Officer [Sign, Date]	
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### Admin's Section (HPSDC Operator)

Assigned to		Call ID	
No of space consumed in rack (in u)			
Effective Completion Date			
Completed by [Sign and Name]			
Remarks (if any) by Admin Group			

The complete filled form, duly signed by the request owner, and approved from HPSDC Nodal Officer & Project Manager, may be submitted at HPSDC Helpdesk.  
For any assistance, call on +91-7807401412, [helpdesk.hpsdc@hpmail.gov.in](mailto:helpdesk.hpsdc@hpmail.gov.in)

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