

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
ENVIRONMENTAL HEALTH & SAFETY DEPARTMENT
ENERGY CONSERVATION / UTILITY MANAGEMENT

AFTER HOURS AC REQUEST

ALL FIELDS MUST BE COMPLETED

Email request to: emshelpdesk@browardschools.com

NAME & TITLE _____ DATE _____

OFFICE PHONE _____ CELL PHONE _____

SCHOOL/DEPT NAME _____

DATE(S) OF EVENT(S) _____

AREAS BEING USED _____

EVENT PURPOSE _____

TIMES AC NEEDED _____

ALL FIELDS MUST BE COMPLETED

Email request to: emshelpdesk@browardschools.com

All requests must be received **NO LATER THAN 1 PM** on the day before the request is needed. For weekend requests **NO LATER THAN 1 PM** on the Friday (Thursday during the summer 4 days' work week program) before the weekend service is needed.