

CNC Router Process Request Form

Please fill out completely:

Name: _____ **Rcv'd by:** _____ **Date Submitted:** _____

User Name: _____@buffalo.edu **Processed by:** _____ **Total in account:** _____

Date / Time Submitted:	Material	Overall Dimension of Material	Process Time (office use only)
File 1: _____	_____	X: _____ Y: _____	_____
File 2: _____	_____	X: _____ Y: _____	_____
File 3: _____	_____	X: _____ Y: _____	_____
File 4: _____	_____	X: _____ Y: _____	_____
File 5: _____	_____	X: _____ Y: _____	_____

Cost:

Maintenance Fee: \$5.00 / use (All users)

Students: \$0.30 / Minute

Faculty / Staff: \$0.45 / Minute

Total Minutes Used: _____ Cut Cost: _____ Job Charged: _____
Maint. Cost: _____\$5.00____
Total Cost: _____

I understand that there is a \$5.00 charge applied to my CNC router cut job in addition to the \$0.30 per minute cost. I agree to pay the fees incurred during the processing of this router job, and that the total cost will be deducted from my printing account.

Initial: _____