

# Environmental Exemption Request Form

## The University of Tennessee at Martin

The University of Tennessee Energy Conservation Policy establishes standard indoor temperature set points of 68 degrees for heat and 76 degrees for air conditioning. This form is used to request an exemption from that policy under extenuating circumstances. **Do not attach any personal medical documentation.**

**Submission Instructions:**

Complete Sections A and B and submit the form via email to [fixit@utm.edu](mailto:fixit@utm.edu) for review and approval.

### Section A: Applicant Information

Name:	Phone:
Department:	
Building:	Room #:
Temperature Range Requested (°F): From	To
Operating Hours Desired: From	To (AM / PM)

### Section B: Request Information

Basis for exemption request (check one):	Medical	Sensitive Equipment	Other
Explanation / Justification:			
Ending Date if Applicable (mm/yyyy):			

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Section C: Physical Plant Review

Review Comments / Reasoning:	
Decision:	
Reviewer Name & Title:	
Signature:	Date:

UT Martin Environmental Health and Safety  
Physical Plant Operations