**Request for suited lock**

**Job Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Requested by |  | Authorised by |  |
| Contact Number |  | Mobile Number |  |
| School/Department |  | Estates Job Number |  |
| Project Code |  | Date |  |

**Cylinder Details**

|  |  |
| --- | --- |
| Building or Hall |  |
| Room Number |   |
| Manufacturer (if known) |  |
| Supplier (if known) |  |
| Type of lock and model reference  |  |
| Cylinder Type - Key to Turn/Key to Key |  |
| Cylinder Length |  |
| Cylinder Profile – Oval/Euro |  |
| Finish eg. Brass, metal, satin nickel |  |
| Master Suite Reference |  |
| Sub Master Reference |  |
| Key Reference |  |
| Number of Keys Required |  |
| Additional Information |  |