

2023 Annual Space Inventory Verification Form

Please complete, sign and return to Office of Space Planning &
Utilization no later than May 12, 2023:

Responsible Cost Center: _____
Responsible Cost Center Name: _____
Dept Head or Responsible Party Signature: _____
Date: _____
Verified By: _____
Telephone Number: _____
Email-ID: _____

After verification of space assignments, return to: Andrea Kolen
Space Planning & Utilization Office
3 North Dunlap Street, Suite C234
Telephone: (901)448-7248
akolen@uthsc.edu