Request to Freeze Operating Units		
	Frozen operating units will prevent activity and still appear in unit summary reports.	
	or to Freezing an Operating Unit	Requestor Initials
	nat there are no employees being paid on the Operating Units listed below.	
	igned to these Operating Units contact Ben Wake (ben_wake@byu.edu, 2-9766, C-249 ASB) to o a different operating unit in the Asset Management system.	
	ent has assured there are no outstanding charges associated with the Operating Units listed y center, print services, courier and mail services, telephone, etc).	
Operating Unit	Description	Requestor
	Controller Approval:	
	Date:	
	Operating Unit freezing Completed:	