



# INFORMATION SYSTEMS REQUEST FOR IP ADDRESS

Please submit this form to 334 TASF/Fax4-5638/is@ameslab.gov Questions?4-

8348

Domain	<input type="checkbox"/> ameslab.gov	<input type="checkbox"/> other (specify): <i>may cause delay in processing</i>				
Property #		<input type="checkbox"/> Ames Lab	<input type="checkbox"/> ISU	<input type="checkbox"/> Personal Prop	<input type="checkbox"/> VM	<input type="checkbox"/> Other
Serial #		<b>REQUIRED for Ames Lab property; for Iowa State property if available.</b>				
VM Host or Cluster Name		<b>REQUIRED IF ITEM DOES NOT HAVE A PROPERTY NUMBER AND IS NOT A VM.</b>				
Location		<b>REQUIRED IF ITEM IS A VIRTUAL MACHINE</b>				
Wired MAC Address		<i>12 character MEDIA ACCESS CONTROL address from network card properties.</i>				
Wireless MAC Address						
System Make		<i>Manufacturer name or generic machine type.</i>				
System Model		<i>Mfg. Model name, e.g. Optiplex 9020, Latitude E6540</i>				
Operating System		<i>OS software. Specify primary if more than one installed.</i>				
Requested Host Name		<i>SHOULD be 3-30 characters, start with a letter, consist of only letters, digits and hyphens. SHOULD NOT be generic or promote illegal or unprofessional activity. PRINTERS should designate building+room followed by model (e.g. sp105-lj6m).</i>				
Jack Number		<i>Network Jack Number where system will be used – labeled on wall outlet.</i>				
System Class	<input type="checkbox"/> Desktop <input type="checkbox"/> Server <input type="checkbox"/> Laptop/Notebook (full OS) <input type="checkbox"/> Cell/Smart Phone/iPad /etc (mobile OS) <input type="checkbox"/> Printer <input type="checkbox"/> Other:					
Cluster Info	Name:	Role:				
Requestor Signature		Date				
ameslab.gov Email		Emp#				
Office Address		Program		Phone		
Group Leader Signature		Date				
ameslab.gov Email		Emp#				
Office Address		Phone				
ACSM Signature		Date				
ameslab.gov Email		Emp#				
Office Address		Phone				
Office Use Only						
Host Name	IP Address	VLAN	Date	Initials	Contact	
	W:					
	W-less:					
Switch Port →		Switch →				