



THE UNIVERSITY of TENNESSEE

KNOXVILLE • CHATTANOOGA • MARTIN • MEMPHIS • TULLOHOOMA • PULASKI

DEPARTMENT OF CAPITAL PROJECTS

Real Property Intake Request

- Real Property Acquisition, Real Property Disposal, Right of Entry of Use, Lease/License – University Lessee/Licensee, Lease/License – University Lessee/Licenser, Facility Use Agreement

NOTE: Various UT & state approvals may be required for real property transactions, and transactions may not be completed until approvals are in place.

Transaction Name:
Property Address:
Property Contact:

Brief Transaction Description Incl. Est. Total Cost (if known): \$

Funded by: Plant Funds, Auxiliary Funds, Gift Funds, Other

Action Requested: Due Diligence, Appraisal, Title, Other, Survey, Environmental

Action Requested: Disposal, Acquisition, Easement, Lease (Space), Fee, Procurement (RFP), Lease (Land), Project (Demolition)

Attach property information, include all applicable: county, acreage, address, owners/representatives, asking/purchase price (if known), rent amount (if known), estimated utilities, and inclusion in the campus master plan.

Approved:

Campus CBO Date