

IT Infrastructure Change Request Form

Use this **change request form** sample to efficiently document and manage IT infrastructure changes, ensuring a clear approval process and minimized downtime. The form helps track all necessary details, such as the scope, impact, and required resources. Streamline your IT change management with this easy-to-use template.

General Information			
Requester Name:		Request Date:	
Change Title:			
Department:		Change Type:	Hardware <input type="button" value="▼"/>

Change Details	
Description of Change:	
Reason for Change:	
Impact Assessment: Describe potential impacts, risks, or affected services.	
Required Resources:	

Implementation & Schedule		
Proposed Start Date:		Proposed End Date:
Rollback Plan:		
Communication/Notification Plan:		

Approval	
Approver Name:	
Status:	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected
Approval Date:	

[Submit Request](#)