

# Application for connecting to the RIMD LAN using a fixed IP address

I hereby apply for connecting the device below to the RIMD network, and understand that I and the undersigned head of my department will be held responsible for any loss or damage incurred by the wrongful use of the server and/or by disregarding the user guidelines.

## 1. Applicant

Name		sign
Department		
Position		
Email address		
Telephone (extension)		
Date		

## 2. Head of Department

Name	sign	Position	
Department			
Telephone (extension)			

## 3. Network Device

Device name or Serial No.		Manufacturer/ Seller	
Device type (select one or more)	1. Computer (server) 2. Lab equipmet 3. Printer 4. Scanner 5. NAS 6. WLAN AP 7. Network equipment 8. Other Please write below, <u>1:usage; 2,7:device name; 8:Elaborate.</u>		
Place of installation	Bldg:	Floor:	Room No:
MAC Address	:	:	:
Need a hostname?	•No •Yes( )		
Access from outside	•Do not need •Need (Explain )		

## 4. Other remarks

### For office use only

Date of issue			
IP address			
Hostname			
Remarks		Officer in charge	