

VDOT SOFTWARE LICENSE REQUEST FORM

(Consultants send to: VDOT Project Manager or Engineering Coordination Section)
(Contractors send to: Resident Engineer)

Consultant Firm _____

Street Address _____

City: _____ State: _____ Zip Code _____

Consultant Project Manager _____

Telephone Number _____ Fax Number _____

Consultant Computer Manager _____

Email Address _____

VDOT PROJECT NUMBER

_____ PPMS# _____ Metric: yes / no
Route City/County Section PE Type Activity
PPTA: yes / no If **yes**, then Solicited: yes / no

VDOT Project Manager _____ Phone # _____

Subcontractors Firm: _____

Address: _____

City: _____ State _____ Zip Code _____

Subcontractors Computer Manager: _____

Phone # _____ Fax # _____

Email Address _____

Subcontractors Firm _____

Address: _____

City: _____ State _____ Zip Code _____

Subcontractors Computer Manager: _____

Phone # _____ Fax # _____

Email Address _____

Operating System: Windows NT _____ Windows 2000 _____

Scheduled Project Begin Date _____ Scheduled Project Completion Date _____

VDOT Software License Request Form

Original License Request _____ Request Additional License _____

License Vers. Req'd MSJ (V7) _____ Geopak (for V7) _____
 MS (V8) _____ Geopak (for V8) _____

Type of License	Current number of License on Project	Number requested by Firm Prime contr. / Subcontr.	Approved by VDOT Prime contr. / Subcontr.
MicroStation*	_____	_____ / _____	_____ / _____
Geopak*	_____	_____ / _____	_____ / _____

***Requires Information on page 3**

All License requests must be made by Prime Contractor. All licenses will be issued through Prime Contractor. The justification must include total number of computer hours anticipated for this job and included in a successful Bid proposal.
 Justification for license(s) / additional license(s):

_____, CONFIRMS THAT THE SOFTWARE
(Consultant firm name) LICENSE (S) FURNISHED BY VDOT WILL ONLY BE USED IN
 CONJUNCTION WITH THE ABOVE PROJECT (S) UNDER THE CONTRACT (S) WITH VDOT AND
 WILL BE RETURNED TO VDOT UPON COMPLETION OF THE CONTRACT.

 (Signature of requesting firm)

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**Number of License Approved by VDOT** \_\_\_\_\_

I certify that the above consultant/contractor has a valid contract with VDOT as specified in this request and has  
 Justified the number of license I am approving. \_\_\_\_\_

(Project Manager or Resident Engineer)

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 Forwarded to Automated Engineering Support (AES) Section _____
 Initial Licenses(s)

Licenses Numbers furnished to ECS by _____, AES, Date _____
 Additional License(s)

License Number furnished to consultant by _____, AES, Date _____
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The following information must be supplied for each of the MicroStation & GEOPAK license requested. If the software requested is for the V7 compatible version of Geopak, the MAC Address is required. If you are requesting the V8 versions, only the Network Name is needed. For any software requested for use by a Sub please make sure that you indicate on this page which set of information is for a Sub and the name of that Sub. If you prefer you may place that information on separate copies of this page for each Sub. Don't forget to indicate the name of that firm with each copy.

Computer Network Name

MAC Address