



# Electronic Real Estate Recording Task Force

## Change Request / Problem Report Number \_\_\_\_\_

Submitted by: _____ Phone: _____
Date: _____
Priority: _____ (low, medium, high) *

Description of Problem / Change:

<b>Impact Analysis: Recommendation / Description of Solution</b>
Items / Milestone Impacted
<input type="checkbox"/> Project Kickoff
<input type="checkbox"/> Conduct Interviews
<input type="checkbox"/> Conduct County Surveys
<input type="checkbox"/> Draft Models/Standards
<input type="checkbox"/> Final Review
Estimated Effort in Hrs. _____
Estimated Financial Cost: _____
Approval Date: _____
Authorized by _____

<b>RESOLUTION:</b>
[date] [ Comment] [initials]
[date] [ Comment] [initials]
etc.

COMMENTS: