

## SHA STANDARD HARDWARE REQUEST FORM

Call the Service Desk 1-888-316-7446 (local 306-337-0600) if you are unclear about any fields below.

**Email to:** [servicedesk@ehealthsask.ca](mailto:servicedesk@ehealthsask.ca)

All new employees must also complete the eHealth Saskatchewan Security Questions Form.

<https://www.ehealthsask.ca/forms/Forms/SecurityQuestionsForm.pdf>

Type of Hardware Request (check one):

New

Replacement

### Services Required For:

Name: _____	Working Title: _____
Department: _____	Telephone: _____
Facility: _____	Email Address: _____
City/ Town: _____	Date Required: _____ (DD-MMM-YYYY)

**Requesting Manager:** \_\_\_\_\_

**Cost Center:** \_\_\_\_\_

**Hardware Request** (choose all that apply):

Desktop (includes mouse and keyboard)

Mouse

Monitor

2 Monitors

Keyboard

VDI Device

Webcam

Laptop

Desktop Speakers

Docking Station

Wireless Headset

Wired Headset

**Is there an existing Desk Phone**

No, please provide desk phone

Yes, there is a phone

- All non-standard hardware requests must be submitted on a Non-Standard Hardware Request Form

- Mobile Device requests must be submitted on a Mobile Device Request Form

**Comments or Special Requests:**

**Account Authorization:**

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

(DD-MMM-YYYY)