APPENDIX F   
Modeling Check In and Out Form

This appendix is the check in and out form for H/H models.

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**DWW MODELING CHECK IN-OUT REQUEST**

**DATE:**

**PROCEDURES:**

1. Fill out this form as completely as possible and send it to Hai Bach: [hai.bach@seattle.gov](mailto:hai.bach@seattle.gov)
2. You will be notified once received and contacted if further information is needed
3. Modeling team will review and process your request and notify you about next step(s)

**TYPE OF REQUEST: Check-In  Check-Out**

**Project Name:**

**Basin Name/Location:**

**Model Platform:**

SWMM5 Infoworks  Mike Urban Others:

**Modeling data:**

Rainfall  Evaporation  Flow Monitoring  Lake Level  Tide level  Soil  Others:

**Modelling Reports/Studies:**

Is this request for review? Yes  No  N/A

Will you make changes/revisions after review? Yes  No  N/A

Will you check-in for the final version? Yes  No  N/A

What is the proposed use of the model?

**REQUESTOR’S CONTACT INFORMATION**

Submitted by:     Phone:     Email:

SPU Branch/Division or Company Name:     

Supervisor’s Name:     Supervisor’s Phone:     

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**DESCRIPTION OF YOUR PROJECT**