

# UNIVERSITY OF MISSOURI CELLULAR PROJECT INSTRUCTIONS

The purpose of these instructions is to provide cellular company authorized agents instructions on how we execute cellular projects on MU campus.

Please note, that if 180 days have passed since the process was started, you will need to start over with a new Missouri Cellular Project Request Form.

Step 1: Determine the MU Campus Facility coordination fee and third-party permit review fee

- x Complete the University of Missouri Cellular Project Request Form
- x Email the University of Missouri Cellular Project Request Form-
  - o Email Subject Line:  
CELLULAR PROJECT REQUEST FORM- "CARRIER NAME" - "PROJECT TITLE"
  - o Recipients:  
University Project Coordinator ([toigos@missouri.edu](mailto:toigos@missouri.edu))
  - o University Real

- x After completion of the permit process and receipt of the fee, the University will provide a consent to modify and contact information to schedule the site work
  - x NOTE ANY DAMAGE THAT OCCURS TO THE ROOF OR BUILDING DURING PROJECT INSTALLATION WILL BE REPAIRED BY THE SELECTED CONTRACTOR AND PAID FOR BY THE CELLULAR COMPANY LISTING THE WORK. PLEASE CONTACT FACILITY OPERATIONS BEFORE BEGINNING WORK AND UPON COMPLETION.