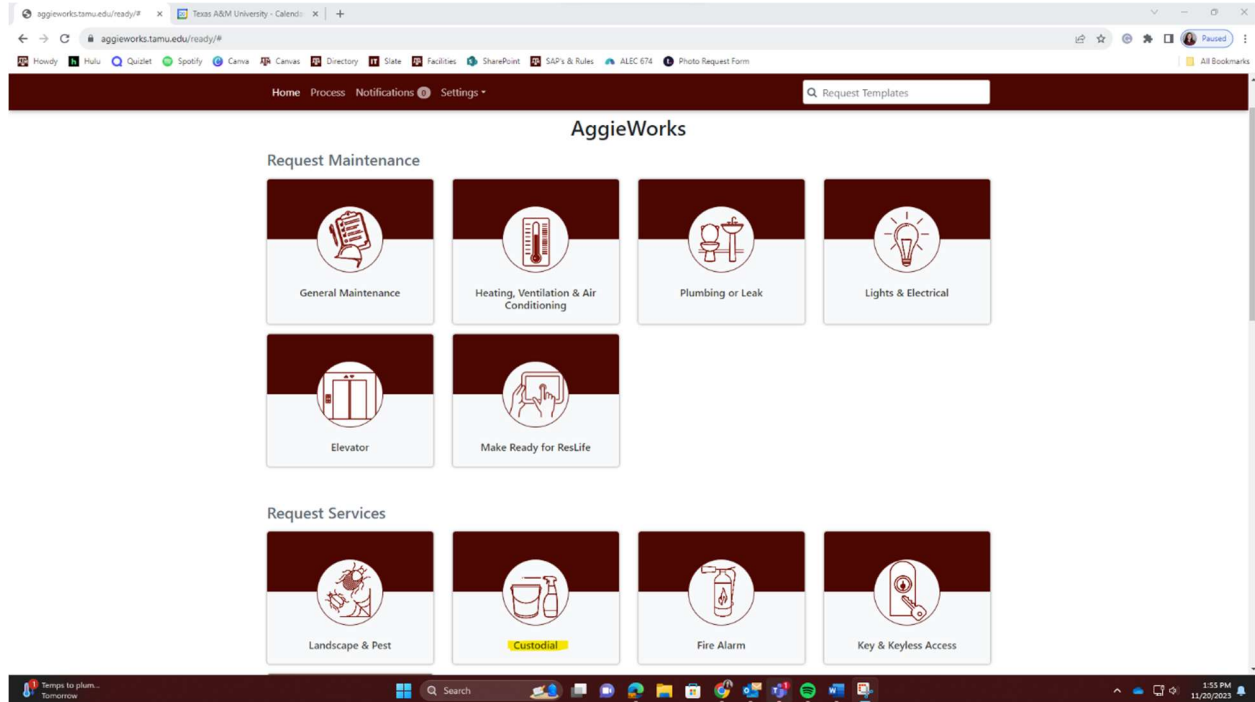


AggieWorks Custodial Requests

- Go to <https://aggieworks.tamu.edu/ready/#>
- Under Request Services, click on Custodial (see below)



- Answer the first two questions.
- For building location, please refer to the AggieMap for your building number.
 - VBEC buildings are not listed by VENI, VIDI, or VICI, so you have to put the building number in.
- Room Drop Down
 - VENI (Bldg. 1812)
 - 1st Floor Commons is under (105) Lounge Facilities
 - 1st Floor Dining Room is under (108) Lounge Facilities
 - 3rd Floor Commons is under (307) Lounge Facilities
- Issues Type
 - Other- Custodial
- Description
 - “Custodial support for event name”
 - Date
 - Time
 - Any additional information, such as trashcan placement and bathroom checks.
- Account Number if you have it.
- Attach any helpful documents.