

# Department Property Administrator (DPA) Change Request Form

University of Wisconsin – Madison  
Accounting Services – Property Control  
Suite 6101, 21 North Park Street, Madison WI 53715-1218  
[property@bussvc.wisc.edu](mailto:property@bussvc.wisc.edu)

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Department Code: \_\_\_\_\_ (Example: A030500)

Old DPA Contact: \_\_\_\_\_

New DPA Contact: \_\_\_\_\_

Submitted by:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

email: \_\_\_\_\_

***Please return form via email to [property@bussvc.wisc.edu](mailto:property@bussvc.wisc.edu)***