



## NIH eRA Planning, Communication and Outreach Branch Release Notes Request Form

Block	Provide this information	Type in this column
<b>A</b>	<b><i>Date of Request:</i></b>	
<b>B</b>	<b><i>Requested by (TOM name):</i></b>	
<b>C</b>	<b><i>Application:</i></b>	
<b>D</b>	<b><i>Version (e.g., 1.1.1.1):</i></b>	
<b>F</b>	<b><i>Release Date:</i></b>	
<b>G</b>	<b><i>All Relevant ClearQuest ID Numbers:</i></b> Include entity types (e.g., Defect 15267, Task 14562, etc.)	
<b>H</b>	<b><i>All Relevant ClearQuest ID Subtask Numbers:</i></b> (Numbers attached to ClearQuest ID numbers listed in block G.)	
<b>I</b>	<b><i>Technical Contacts:</i></b>	
<b>J</b>	<b><i>Other Relevant Information:</i></b>	

Submit this form at the same time the code goes to testing. Save the completed form as *RN Request [application] [version].doc* and e-mail it to the technical writer assigned to the project, with a copy to Felicia Shingler ([shinglerf@od.nih.gov](mailto:shinglerf@od.nih.gov)).