# Software Change Request form

Document version: 1.0.

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| Client name |  | |
| Contact | Tel: | Email: |
| Request type | [ new requirement / requirement change / design change / other ] | |
| Reason | [ legal / business ] | |
| Priority | [ emergency / urgent / standard ] | |
| Description |  | |

## Next steps

Please email this form and any supporting documentation to [info@gald.us](mailto:info@gald.us).

Emergency changes only: please follow up by calling +44 131 650 0789.