

# Household Change Request

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Date / reference: \_\_\_\_\_

## Describe the situation

Area involved

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Current arrangement

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Observed difficulty

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When it occurs

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## Define the need

Task to support

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Object needing access

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Space requirement

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Feature to retain

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# Household Change Request

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## Propose a small change

Suggested move

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Alternative option

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Items affected

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Information missing

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## Agree the next step

Question to discuss

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Confirmed decision

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Action reference

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Review point

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