

ASSET MANAGEMENT SYSTEM

Request for ID and Password

Request to delete user

PLEASE PRINT OR TYPE

Date of Request: _____

Agency Name: _____

Agency Number: _____
include all sub numbers

Signature of Property Manager: _____

REQUEST FOR ID AND PASSWORD

First Name: _____

Last Name: _____

Email: _____

Telephone Number: (_____) _____ Extension: _____

Fax Number: (_____) _____

Specify Access Level (check only one):

- Agency User (Full Access) - ability to add, edit, and dispose of property or fleet records
- Fleet Maintenance - ability to update fleet records (can not add or dispose of fleet)
- Fleet User - ability to add, edit, and dispose of fleet only
- Inquire Only - ability to inquire and run reports on all agencies listed above

REQUEST TO DELETE USER

First Name: _____

Last Name: _____

Email: _____

*** LPAA USE ONLY ***

User Id Assigned: _____