

Buy A&M – Laserfiche Access Request

USER INFORMATION			<input type="checkbox"/> ADD	<input type="checkbox"/> CHANGE	<input type="checkbox"/> REMOVE
Employee Name:	_____	Employee UIN:	_____		
System Member:	_____				
TAMU NetID:	_____				
<i>(If you do not have a TAMU Net ID, please use the following link on the FAMIS Website: Activating and Creating a Net ID This must be done before Laserfiche access can be created)</i>					
Current Laserfiche Access:	Yes	No			

APPROVALS		
_____	_____	_____
User Name	Signature	Date
FAMIS Security Administrator		
_____	_____	
Signature	Date	

SECURITY ADMINISTRATORS
Please scan and email approved form to: FAMIS-Security@tamus.edu
Please include 'Laserfiche Access' in the subject line of the email.
If there are any questions, please call the FAMIS Help Line, (979) 458-6464.