REQUEST FOR ACCESS IDs

Please list all employees that should have access to PS Net and fax to Sue Baker at 314-535-1729 or E-mail sbaker@rejis.org. REJIS will assign the access IDs and passwords, and return this form to you. The password will be changed during the first log on.

REJIS USE ONLY

NAME	Mother's Maiden Name or Contact Name*	ACCESS ID	PASSWORD

*Will be used to verify your identify when contacting the Help Desk.

I confirm that criminal history backgrounds checks have been conducted on the above named employees and that except as noted below (attach additional sheet if necessary), none have a conviction, a pending case or have pled or been found guilty for any violation of state or Federal law. I will immediately notify REJIS should any employee with access to REJIS' PS Net Service be arrested for any violation of state or Federal law.

_____ _____
Signature Date

_____ _____
Title Customer No.

_____ _____
E-Mail Phone No.

Conviction, Pending Case, Plea / Found Guilty Details

Name	**Date / Charge**	**Status**