



AUTHORIZED USERS LIST

No changes from previous year's Authorized Users List

Account Name _____

Please list users that will be added or deleted; all users not listed will remain active.

(Please Check) Account Privileges

- | | | | |
|---|-------------------------------------|--|------------------------------|
| <input type="checkbox"/> Accounts Payable | <input type="checkbox"/> IT Contact | <input type="checkbox"/> Authorized User | <input type="checkbox"/> All |
| <input type="checkbox"/> Add | <input type="checkbox"/> Delete | | |

Name _____ Phone Number _____

(Please Check) Account Privileges

- | | | | |
|---|-------------------------------------|--|------------------------------|
| <input type="checkbox"/> Accounts Payable | <input type="checkbox"/> IT Contact | <input type="checkbox"/> Authorized User | <input type="checkbox"/> All |
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| <input type="checkbox"/> Add | <input type="checkbox"/> Delete | | |

Name _____ Phone Number _____

 SIGNATURE OF POINT OF CONTACT/OWNER/CORPORATE OFFICER DATE

Select the box for 'No Changes' if there are no changes.

If you would like to keep the existing Authorized User List but add or delete users, please indicate this to ensure current users are not removed.

An updated authorized users list must be submitted when an authorized user leaves or is hired.

Primary Point of Contact has the authority to make changes to the account, add or delete users, and receive information.

Secondary Point of Contact has the same authority as the Primary Point of Contact, once appointed by the Primary Point of Contact.

Authorized User is limited to 25 and has permission to obtain information on the account's behalf, based on account privileges.

Accounts payable has permission to receive billing information. This person along with the Primary and Secondary Points of Contact have permission to receive billing information.

IT Contact is your information technology person DMV communicates with for programming issues only.

ACCOUNT NO. _____