



## MSIS External User Account Setup Request Form

### Communities/Regional Service Boards

This form is to be used by Communities/Regional Service Boards when applying for a Municipal Support Information System (MSIS) account.

<b>User's First Name:</b>		<b>User's Last Name:</b>	
<b>Date:</b>		<b>Phone #:</b>	
<b>E-Mail:</b>			
<b>Applicant Type (ex. RSB, MUN, ICG, or LSD):</b>		<b>Location (ex. Bauline):</b>	

Approval must be obtained in order to get a MSIS account. Regional Service Board /Community representatives should obtain approval from the Town Manager/Town Clerk/Executive Director of Board.

<b>Name:</b>		<b>Date:</b>	
<b>Position:</b>		<b>Phone #:</b>	
<b>Email:</b>		<b>Signature:</b>	

Completed forms should be returned to [MA-InfoMgmt@gov.nl.ca](mailto:MA-InfoMgmt@gov.nl.ca). The Requestor will be notified once the application is received and the account has been created.

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System Administrator Use Only			
<b>Received By:</b>		<b>Date Received:</b>	
<b>Processed (Yes/No):</b>		<b>Notes:</b>	