



MSIS External User Account Setup Request Form Consultants

This form is to be used by **Consultants** when applying for a Municipal Support Information System (MSIS) account.

First Name:		Last Name:	
Consultant Firm:			
E-Mail:		Phone #:	
Address:			
City/Town:		Province:	Postal Code:
Signature:			Date:

Identify below the Community/Regional Service Board that is being represented. Active/Inactive dates indicate the duration the Consultant will be representing the Community/Regional Service Board.

Applicant Type (i.e. RSB, MUN, ICG, or LSD):		Location (ex. Bauline):	
Active Date:		Inactive Date:	

The Town Manager/Town Clerk/Executive Director of Board must fill out the fields below, confirming the above and authorizing the Consultant to act on their behalf in MSIS.

Name:		Date:	
Position:		Phone #:	
Email:		Signature:	

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



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