

Create Account

Modify Account

Disable User

Property/Hotel Name: \_\_\_\_\_

Department: \_\_\_\_\_

Name of Employee: \_\_\_\_\_

Employee's Title: \_\_\_\_\_

Email - If disabling account, forward future messages to: \_\_\_\_\_

No Email - Employee has existing email: \_\_\_\_\_

ADP

Timesaver > Departments > \_\_\_\_\_

Delphi MPE - If disabling account, forward future traces to: \_\_\_\_\_

ProfitVue

Corporate T: drive (Accounting XXX) - financials

Productivity Report (PeerReport XXX)

Distribution List(s): \_\_\_\_\_

Other: \_\_\_\_\_

Contact Name for this Request: \_\_\_\_\_

Contact Phone Number or Email Address: \_\_\_\_\_

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FAX this form to TrademarkQ: 407-745-0959

Or email it to [support@lodgingit.com](mailto:support@lodgingit.com)