|  |  |
| --- | --- |
| **Join Date** | Click or tap here to enter text. |
| **First Name** | Click or tap here to enter text. | **Surname** | Click or tap here to enter text. |
| **Title** | Click or tap here to enter text. | **Pronouns** | Click or tap here to enter text. |
| **Company Mobile** | Click or tap here to enter text. | **Business Area** | Click or tap here to enter text. |
| **Email Address** | Click or tap here to enter text. |
| **Job Title** | Click or tap here to enter text. |
| **Status**[ ]  Employee[ ]  Contractor | [ ]  Consultant[ ]  Fixed Term |
| **Hardware** | [ ]  None required | [ ]  LAPTOP[ ]  New[ ]  Repurpose Asset # Click or tap here to enter text. | [ ]  DESKTOP[ ]  New[ ]  Repurpose Asset # Click or tap here to enter text. |
| **Microsoft License Type** | [ ]  Business Basic(web access only eg consultant) | [ ]  Business Premium(standard eg employee) |
| **Access to VPN required** | Click or tap here to enter text. | Yes No |
| **Shared Mailbox Access 1** | **Mailbox Name**Click or tap here to enter text. | [ ]  Read / Manage | [ ]  Send as |
| **Shared Mailbox Access 2** | **Mailbox Name**Click or tap here to enter text. | [ ]  Read / Manage | [ ]  Send as |

Please share user credentials/direct all communications to support@pisys.net