**Employee Information:**

|  |  |
| --- | --- |
| **Employee Name:** | Louis Grahm |
| **Title:** | Invoice Clerk |
| **Request Date:** | October 11, 2008 |

**Requestor/Approver Information:**

|  |  |
| --- | --- |
| **Requested/Approved by:** | Bruce Springsteen |
| **Title:** | VP of Accounts Payable |

|  |  |
| --- | --- |
| **Approver Signature:** |  |

**Request:**

 New Modification

**Access Requested:**

|  |  |
| --- | --- |
| **Application** | **Access Level** |
| Accounts Payable System (APS) | * Buyer * Purchasing Supervisor * Accounts Payable Clerk * Accounts Payable Supervisor * Accounts Payable Manager * Vendor Maintenance    Invoice Clerk   * Invoice Supervisor * Receiving Clerk * Receiving Supervisor |
| Accounts Receivable System (ARS) | * Customer Service Representative * Sales Manager * Customer Maintenance * Accounts Receivable Supervisor * Accounts Receivable Manager * Cash Receipts Clerk * Cash Receipts Supervisor * Shipping Clerk * Shipping Supervisor |

**IT Administration:**

|  |  |
| --- | --- |
| IT Administrator: | Steven Tyler |
| Date Completed: | October 15, 2008 |