

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_ Net ID (available on NYU ID card) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Dept/Unit \_\_\_\_\_

Fax \_\_\_\_\_

Please print Financial Officer Name \_\_\_\_\_ Phone \_\_\_\_\_

Financial Officer Signature \_\_\_\_\_

**This request is for: Check appropriate box(es) below**

- New user     Existing user     Brio (access financial data via the web from the data warehouse)
- Delete all chartfields and remove all Brio (fame) access privileges for this person. *Signature required above.*
- Change chartfield access for this person. *On the table, list those privileges to delete AND those to add.*

Enter chartfield information for your request. \*Please use one line per chartfield or attach a separate list.

Check One		Organization		Fund		Account		Program		Project	
Add	Delete	For all ORGs with first 2 digits	OR just these specific (list) ORGs	ALL funds in the ORG	OR just these FUNDS (list)	All accts in the ORG	OR just these ACCOUNTS (list)	ALL PRGs in the ORG	OR just these PROGRAMS (list)	ALL PRJs in the ORG	OR just these PRJs (list)
<i>Example</i>		32					63110				EGO20

For Internal use only:

\_\_\_\_\_  
Finance Division Approval

\_\_\_\_\_  
Date