

**STMS – User Management Client**

**STMS Account Request**

**State Employee**

New Employee  Existing Employee

**User Information**

First Name: Last Name:

Email:

PF ID (Log-in Number, not Employee ID):

FLAIR Org Code: <Information Pulled from People First>

Profile:

Traveler  Proxy Traveler  Preparer

Fiscal Accountant  Auditor  Reporter

If Approver, type:

Reviewer  Payment Approver  Final Approver

Title: <Information Pulled from People First>

Supervisor:

**Headquarter Information**

City:

State:

HQ is Home

**Misc.**

Leadership

Sworn <Information Pulled from People First>

Protected <Information Pulled from People First>

Restricted <Information Pulled from People First>

Restricted Relative <Information Pulled from People First>