

**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>