

GMS ACCESS AUTHORIZATION FORM

Please complete the User ID Information section below. Each organization is allowed up to 3 authorized users. A separate form is required for each. Once you have completed the form, please return it to the RTP Grants Administrator at talivia.brodie@ncparks.gov. Once the authorization is processed, you will receive an e-mail from NCDOT IT SAP Support Services containing your User ID and temporary password.

User ID Information

First Name:

Last Name:

Title:

Agency:

Agency Billing Address:

City, State, Zip:

Telephone:

E-mail:

Federal Tax ID:

8-digit number code:

*The 8-digit number code is a "unique yet easy for you to remember" sequence of random numbers **you** generate. It will be used as part of the temporary password for the online GMS. You will also need to provide this code if you require assistance from the NC DOT Support Services Help Desk.*

I certify the information above is accurate and that the Agency named above has appointed me as an authorized user.

Signature: _____ Date: _____

This section to be completed by RTP Staff.

Partner ID: _____ Vendor #: _____ Group #: _____

Level of Access and Approval: *Administrator Reviewer Approver Applicant*

RTP Grants Administrator: Talivia Brodie, RTP Grants Manager Date: _____
talivia.brodie@ncparks.gov
919-707-9320