



**GROUP WEB
REQUEST FOR ACCESS FOR CLIENT HR ADMINISTRATORS**

PLEASE COMPLETE ALL APPLICABLE INFORMATION IN BLOCK LETTERS

Group Number(s):	Group Name(s):
Nature of Request Create New Profile <input type="checkbox"/> Terminate <input type="checkbox"/>	Effective Date:
Name of User Last Name: First Name: Position/Title: Telephone Number:	Authorized by Last Name: First Name: Position/Title: Signature:
E-mail Address:	Date Authorized:
Comments:	

FOR SAGICOR INTERNAL USE ONLY:

Date Received:	Date Profile Created:
Date Client advised of User ID/Password:	
Actioned by: Full Name: <i>(Please Print)</i>	Signature:

If you have any questions please do not hesitate to contact Janeal Oliviere at
628-2652 Ext. 1309 or email me at janeal_oliviere@sagikor.com