



Pioneer Card System
Sodexo Access Request

Rev: 070711

USER INFORMATION

NAME: \_\_\_\_\_ DU ID#: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

USERNAME (Enter NEW for new users): \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_

Please answer the questions below:

- 1. Do you need to view location reports?
Yes: \_\_\_\_\_ No: \_\_\_\_\_
2. Do you need to update product, price, menu, tax, or bar code info?
Yes: \_\_\_\_\_ No: \_\_\_\_\_

Additional information:

\_\_\_\_\_
\_\_\_\_\_

Form Prepared By: \_\_\_\_\_ Preparer's Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

APPROVING SIGNATURES

Comments:

Appropriate Security Classes:

1. Sodexo General Manager Date 2. ID Office (fax: 14662) Date
3. AIS (fax: 17998) Date

After obtaining all required signatures, please submit this form to the Pioneer ID Card Office for processing. The ID Office will then submit the form to Administrative Information Services (AIS).