

Application for renewal of e-mail account at RIMD

I hereby apply for renewal of my email account for the RIMD mail server, and understand that I and the undersigned head of my department will be held responsible for any loss or damage incurred by the wrongful use of the server and/or by disregarding the user guidelines.

1. Applicant

Name		sign
Username		
Department		
Position		
Telephone (extension)		
Date		

2. Head of Department

Name		sign	Position	
Department				
Telephone (extension)				

3. Remarks

For office use only

Username			
User No.			
Password			
Date of issue			
Remarks		Officer in charge	