

**BUREAU OF THE PUBLIC DEBT
FEDINVEST LOGON – ID REQUEST
GENERAL INFORMATION**

1. Action Requested:

Effective Date: _____

- Grant Access Revoke Access Supervisor Change
 Add Additional Account(s) Revoke Account(s) Other (List) _____

2. User Information:

Name: (First, MI, Last)	
Agency Name:	
Job Title:	
Full Access (Process Transactions) List All Treasury Account Symbols	
Inquiry Access (View Only) List All Treasury Account Symbols	
Street Address: Line 1	
Street Address: Line 2	
City, State, Zip:	
Telephone Number:	
Fax Number:	
E-mail Address:	
User's Signature:	
Mother's Maiden Name:	

3. Supervisor Information:

Supervisor Name: (First, MI, Last)	
Telephone Number:	
Email Address:	
Supervisor Signature:	

4. Transmit Information:

Email:	<u>FedInvestor@bpd.treas.gov</u>
Fax Number:	304-480-5212
Phone:	304-480-5151, Option 3

STOP SIGNOFF SECTION (Public Debt Use Only)

LDAP ID:					
ISSR: Create LDAP ID & Submit NSR to Response Team			Date:		
Added to CRM			Date:		
FIB: FIB Signature:			Date:		
If Auditor: Agency Approval :		Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>	Date:
Agency Contact:					
Email IT Service Desk to Add to Contact Management: (cc: ISSR)			Date:		
Forms to ISSR:	Date:	NSR Number Assigned:	Date:		
CRM: Verify	Date:	Lotus Notes Contingency:	Date:		
Library: Verify	Date:	Microsoft Access Database:			
		FI_USR Table	Date:		
		FI_USR_ACCT Table	Date:		
		Supervisors Table	Date:		
Training Memo	Date:	Trained: Yes <input type="checkbox"/>	No (Per User) <input type="checkbox"/>	Date:	