


BEIMS Online Work Request System

**ACCESS APPLICATION**

Name:	.....  .....
Position / Title:	.....
Department:	.....
E-mail	.....
User I.D. (max eight characters)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Password (max eight characters)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

**Engineering department use only**

Entered By: ..... Date of Issue: ...../...../.....
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**Notes:**

- Please forward completed form to Facilities and Infrastructure Group by fax on 5100 or internal mail.
- You will be notified confirmation of your User ID and Password within 48 hours by e-mail.
- Passwords are case sensitive. Please turn on Caps Lock if you are using letters for the password.