

**The University of Arizona
Budget Office**
Administration Building, Room 101
P.O. Box 210066
(520) 621-1634
Fax # (520) 621-3971

REQUEST ACCESS FOR BUDGET SYSTEMS

Employee Name: _____ Employee ID: _____

Email Address: _____ Campus Phone: _____

Department #: _____ Department Name: _____

P.O. Box: _____ Room #: _____ Building: _____

Request Access to the following System(s):

Request for Budget Change (RBC)

View

Edit

Budget System

View

Edit

Select Type of Request:

New

Add

Change

Delete

List all department numbers you are requesting access to:

(if more space is needed please attach a separate sheet)

Authorized Department Signature:

Print Name

Date

Signature

Email Address:

Campus Phone:

For Budget Office Use Only

Approved by: _____ Date: _____

UAID: _____ User Notified: _____