

# IT Service Request Form: User Account Creation

Use this **IT service request form** sample to streamline the process of user account creation. It ensures accurate information collection and faster approval workflows. Simplify onboarding by providing a clear, easy-to-fill template for all new account requests.

## REQUESTER INFORMATION

Your Name \*

Your Email \*

Department \*

## NEW USER DETAILS

Full Name \*

Email Address \*

Job Title

Account Type \*

Start Date \*

Account Expiry Date (if applicable)

Access/System Requirements \*

Additional Notes

Submit Request

