

IT System Access Authorization Form

The **IT system access authorization** form sample is designed to streamline the process of granting appropriate access levels to users. It ensures security by documenting approvals and access requirements. Utilizing this form helps maintain compliance and protect sensitive information effectively.

1. User Information

Full Name	<input type="text"/>
Employee ID	<input type="text"/>
Department	<input type="text"/>
Job Title	<input type="text"/>
Email Address	<input type="text"/>
Phone Number	<input type="text"/>

2. Access Details

System Name	Role/Access Level	Access Start Date	Access End Date (if applicable)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3. Business Justification

Please provide justification for access request:

4. Approvals

Requester Signature	<input type="text"/>	Date	<input type="text"/>
Manager Approval	<input type="text"/>	Date	<input type="text"/>
IT/Admin Approval	<input type="text"/>	Date	<input type="text"/>