



# Enterprise Advantage Add/Remove User Request

Email the completed form to [FedEx.Support@FADV.com](mailto:FedEx.Support@FADV.com)

First Advantage Account Number: 042443

Company Name:

Address, City, ST Zip:

Phone:

*Choose an item:* Add Access or Remove Access:

User 1 - First and Last Name:

Email:

Phone:

*Choose an item:* Add Access or Remove Access:

User 2 - First and Last Name:

Email:

Phone:

## Acknowledgments & Certifications:

I certify that the new user requested is an employee of the above listed company. Yes No\*

*\*If NO, please provide the name of the company that employs the new user and describe the relationship with your company:*

I understand that typing my name in the Name section below constitutes my electronic signature, dated as of the submission of this form, and that by doing so I am authorizing First Advantage to conduct additional verifications on me, including, but not limited to, criminal records checks.

If I want a paper copy of this transaction, I will use the print function available to me. I hereby certify that I have direct knowledge of the facts stated above and that I am a Main Contact authorized to execute this agreement on behalf of the company listed above.

Name (Please Print):

Name/Title of Authorizing Company Representative

Date:

**Internal Use Only:**

User ID should mirror Persona 10 Access

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