



## GenTax County Logon Request

### Section 1: To be completed by requestor

→ Check one of the following:  Add new user  Delete user  Re-enable user ID: \_\_\_\_\_

Name: \_\_\_\_\_

Job title: \_\_\_\_\_

County: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone: \_\_\_\_\_

Agency/office: \_\_\_\_\_

Office mailing address: \_\_\_\_\_

Date change should be effective: \_\_\_\_\_

**By signing this application for access to the Utah State Tax Commission computer systems, you acknowledge you have read and understand the following policy statement and agree to adhere to it.**

You are applying for access to one or more computer systems. You understand this access is granted solely in conjunction with your assigned duties as an employee or representative of the county noted above. You are responsible for all IDs and passwords issued to you and must protect them from unauthorized use.

By accessing and using this government system, you are consenting to system monitoring for law enforcement and other purposes. Unauthorized use or disclosure of protected information is prohibited and may subject you to state and federal criminal prosecution and penalties, as well as civil penalties.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized county official's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized county official's name (PRINT)

\_\_\_\_\_  
Title

→ Return completed form to the Property Tax Division, 210 North 1950 West, Salt Lake City, UT 84134, or fax to 801-297-3699.

### Section 2: To be completed by Property Tax Division

Security group: \_\_\_\_\_

Request authorized by: \_\_\_\_\_

### Section 3: To be completed by Tax Security

Request completed by: \_\_\_\_\_

Date completed: \_\_\_\_\_

Logon ID assigned: \_\_\_\_\_