



Department of Finance & Management

Vantage New User Request Form

Phone: (802) 828-1586
 Fax: (802) 828-2428

Select one of the following actions:

Add Change Delete

Name: _____ Employee #: _____

Title: _____ Phone: _____

Operator E-mail: _____

Agency/ Department: _____

Operator Work Address: _____

Access needed to following Dept. ID's (If all, please state: "All in department")

Requested by: _____	Date: _____
Title: _____	Phone: _____
Requestor E-mail: _____	
Approved by:* _____	Date: _____
Title: _____	Phone: _____

* (Signature of agency/department head or agency/department business manager required)

For Department of Finance & Management Use Only – Operator ID: _____	
Approved by: _____	Date Approved: _____

Send completed form to:

nick.foss@vermont.gov

OR

Vantage Budget System Administrator
Dept. of Finance & Management
109 State St. 5th Floor
Montpelier, VT 05609