

# Portal 100 TIME System Users

Agency Name:	ORI:
TAC/Agency Contact Person:	Date Form Completed:
Phone Number	Contact Email Address:

**Fax completed form to CIB at: 608-267-1338, ATTN: Portal 100 Additions/Deletions**

The NCIC 2000 compliant Portal 100 software is now available to Wisconsin law enforcement agencies. Prior to upgrading/installation of the software, you must provide CIB with a list of all personnel that will use the Portal100 software to access the TIME System at least 2 weeks prior to implementation. This list will be used by CIB to create uniquely individual logins and passwords.

List all personnel below that will use the Portal 100 software to access the TIME System and designate their level of access. Note that if a user has a middle initial, it must be included. **If a user should have administrative capabilities (IP addressing, adding ORI's, printer set-up, etc.), indicate this by circling the number to the left of their name.**

**All information must be typed or printed legibly**

	<u>Last Name</u>	<u>First Name</u>	<u>Middle Initial</u>	<u>Suffix</u>
	TACKLEBERRY	EUGENE	M	
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