



## Security Password Disclosure Form Add/Change/Delete

**Fax completed form to: 1300 732 411**

This form will add/change/delete the access rights to your company's security passwords for nominated users.

### Security passwords are defined as

- 1) Windows server administrator password
- 2) Modem, router and firewall administrator passwords
- 3) Internet link passwords
- 4) Domain and MX records passwords
- 5) All other network device passwords eg: WAPs, NAS, VOIP gateways...
- 6) All other server OS and application passwords eg: VMware, SharePoint, PRTG...
- 7) All other service provider passwords eg: website hosting, business applications, VOIP billing provider...

### Rosh-Tech IT will

- 1) Only disclose Security passwords to authorised users
- 2) Advise all unauthorized users to contact the relevant authorised users

**Business Name:** \_\_\_\_\_

**Full Name** \_\_\_\_\_

**Security Code** \_\_\_\_\_ (minimum 4 characters or numbers)

### I need to (circle one only)

- 1) add the above person as a new Authorised user for Security passwords  
(1) enter the person's name and their security code
- 2) change the security code for the above Authorised user  
(1) enter the person's name and a new security code
- 3) delete the above person as an Authorised user for Security passwords  
(1) enter the person's name
- 4) nominate myself as the Primary Authorised user  
(1) enter your name and security code above  
(2) enter your name and sign below

Authorised by \_\_\_\_\_ (full name of the Primary Authorised user)

Signed \_\_\_\_\_ Date: \_\_\_\_\_

Office use only

Details: \_\_\_\_\_

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

Rosh-Tech Brisbane

4 Cartwright St, Windsor QLD 4030

Rosh-Tech Gold Coast

108c Smith St, Southport QLD 4215

P 1300 666 040 | F 1300 732 411

Rosh-Tech Northern Rivers

606 Ballina Rd, Goonellabah NSW 2480