

**GROCERY MANAGEMENT SYSTEM (GMS) IT ACCESS FORM  
For Supplying Sources**

Supplying Sources may request a maximum of two (2) users per organization.  
 Access allows User to view and update store operator purchase orders for fulfillment and delivery.  
 Notification e-mail: views notifications/updates on store operator orders for fulfillment and delivery.  
 It is the Supplying Sources responsibility to ensure User access is kept current.

**ALL FIELDS MUST BE TYPED. THE FORM WILL NOT BE PROCESSED IF HAND-WRITTEN**

Supplying Source Name	Telephone Number
-----------------------	------------------

	User Information	User Information
<b>*First Name</b>		
<b>*Last Name</b>		
<b>*E-mail Address</b>		
<b>*Title</b>		
	Grant Access Revoke Access Update <input style="width:150px" type="text"/>	Grant Access Revoke Access Update <input style="width:150px" type="text"/>

(\* Enter new information if changing.)

**Notifications:** Enter e-mail address for notifications if different from above.

<b>Producer Code (LCBO Use Only)</b>		

Authorized by: \_\_\_\_\_

Date: \_\_\_\_\_  
mm/dd/yyyy

Title: \_\_\_\_\_

Return completed form to [lcbogroceryoperations@lcbo.com](mailto:lcbogroceryoperations@lcbo.com)