



# Mississippi Library Commission E-Mail Account Request Form

Library System:

Branch:

Name of Applicant:

Email Address:

## Request:

- Add email account
- Delete email account
- Reset Password
- Make email account a member of distribution list:
  - all-directors
  - illpublic
  - youthservices
  - eratemlc
  - technicalcontacts
  - everyone
  - webadmins

Other:

## Person Requesting Account Setup

Name:

Date:

System Directors/Technology Coordinator

Contact information:

Email:

Phone:

Please submit a separate form for each new request or change. If you do not receive a response in 2 business days or for questions, please call our Helpdesk at 1-877-652-8324.

Click the submit button to the submit form via email or  
Fax to Helpdesk at 1-601-432-4479 with Attn: HELPDESK.