Department of Financial Services | Division of Accounting and Auditing

FLORIDA ACCOUNTABILITY CONTRACT TRACKING SYSTEM

FACTS User Account Request Form

Last Name	First Name	Middle Initial	Email Address	Phone Number	Agency OLO	Action	FACTS User Role
						Add	Contracts/Disbursements User
						Add	Contracts/Disbursements User
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Authorizing Agency Access Approver: _____

Date: _____

FACTS User Roles:

Contracts/Disbursements User – Can add and update Contracts/Grant Disbursements only.

Grant Awards User – Can add and update Grant Awards only.

All Agreements User – Can add and update Contract/Grant Disbursements and Grant Awards.

Inquiry User – Can only view Contract/Grant Disbursements and Grant Awards.

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