

**Please return by fax to: 1 (888) 866-8130**

(or by e-mail to: support-us@smartgene.com)

**Authorization for a Personal User Login to the SmartGene IDNS® platform**

(Please note: all information is required. If completing by hand, please print.)

|                                                                                 |                                                                                                                  |
|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>Module(s) to be accessed:</b><br>(circle the correct module(s))              | <b>Bacteria Fungi HCV HIV HLA Flu MLST</b><br><b>NGS (IDNS5) Other Details?:</b>                                 |
| <b>Institution/Department:</b>                                                  |                                                                                                                  |
| <b>Mailing Address:</b>                                                         |                                                                                                                  |
| <b>City, State &amp;/or Country:</b>                                            |                                                                                                                  |
| <b>User's First Name:</b>                                                       |                                                                                                                  |
| <b>User's Last Name:</b>                                                        |                                                                                                                  |
| <b>User's e-mail Address:</b>                                                   |                                                                                                                  |
| <b>User's Phone Number:</b>                                                     |                                                                                                                  |
| <b>Validity / Limited dates of activation?</b>                                  | <input type="checkbox"/> immediate <input type="checkbox"/> from ____ / ____ / ____ to ____ / ____ / ____ (date) |
| <b>Replaces an existing account? If so, whose account is to be deactivated?</b> |                                                                                                                  |

**Level of access: Full access to all features? Yes ☐ No ☐**

|                     |                                       |                              |                             |
|---------------------|---------------------------------------|------------------------------|-----------------------------|
| <b>If No, then:</b> | Ability to add, edit, delete records? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|                     | Creation/validation of PDF reports?   | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|                     | Limited rights to only view records?  | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|                     | Any other restrictions?               |                              |                             |

**Authorized by:**

|                                                                                                                            |                      |                           |
|----------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------|
| <b>Signature:</b>                                                                                                          | <b>Printed name:</b> | ____ / ____ / ____ (date) |
| <b>Remarks:</b> (Accounts will typically be first initial + last name, all lowercase unless otherwise specified.)<br>_____ |                      |                           |

**Important notice:** In accordance with SmartGene's General Business Conditions, IDNS® User Logins are strictly personal, shall not be shared nor transferred between individuals, and must be kept confidential by each user. User's organization shall be liable for any misuse of logins and for any and all consequential damages in whatever form suffered by SmartGene.

|                                           |                                                                                                                              |
|-------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| <b>Internal notes (SmartGene)</b>         | <b>Account activated <input type="checkbox"/> Date ____ / ____ / ____ by:</b>                                                |
| <b>Communicated to:</b>                   | <input type="checkbox"/> user <input type="checkbox"/> other: <input type="checkbox"/> phone <input type="checkbox"/> other: |
| <b>Account ID &amp; Initial Password:</b> |                                                                                                                              |