

REQUEST TO REMOVE AUTHORITY FOR JUSTICE USER ID

1. County Name: _____
2. Court: ___ County Court ___ District Court ___ Separate Juvenile
3. Employee Name: _____
4. JUSTICE User ID: _____
5. Effective Last Day of Employment in your court: _____
6. Did Employee have Pass Thru access to other counties? _____
(List all counties) _____
7. Will Employee still be employed in the court system? ___ Yes ___ No (For JBE Purposes)
8. Did this Employee have a state e-mail account? ___ Yes ___ No
9. Did this Employee process e-filings? ___ Yes ___ No
10. Additional Comments: _____

Date: _____

Requested By: _____

Phone Number: _____