***Text in blue is for instruction only and should be deleted.***

***Text in black should be included if appropriate for the trial.***

**Site name/number**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Investigators**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| *Trial Title, Data capture System* Users | For use by database administrative staff only |
| User Name | Full Name | Email Address | User Role(s) required | User Name | InitialPassword Sent Y/N?  | Date | Assigned By | Permissions Revoked Y/N? | Date | Revoked By |
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All personnel with significant database -related tasks are required to complete this form.

***Text in blue is for instruction only and should be deleted.***

***Text in black should be included if appropriate for the trial***

**Site name/number**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Investigators**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| *Trial Title, Data capture System* Users | For use by database administrative staff only |
| User Name | Full Name | Email Address | User Roles required | User Name | InitialPassword Sent?  | Date | Assigned By | Permissions Revoked? | Date | Revoked By |
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All personnel with significant database -related tasks are required to complete this form.