



ParishSOFT Family Suite SYSTEM ACCESS CHANGE FORM

(Please provide an Access Change Form **for each** Administrator/Rep Change)

LOCATION INFORMATION

Parish/School Name _____

Parish/School Address: _____

Effective Date: _____

TYPE OF CHANGE: (please provide name for respective action in the section below)

☐ Add new ParishSOFT Family user access

☐ Remove ParishSOFT Family Suite user access for _____

NEW ParishSOFT Family Suite

New ParishSOFT Family Suite Name: _____

Job Title: _____

Phone Number: _____

E-mail Address: _____

(System credentials will be e-mailed to the new user)

Pastor Signature

Date