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| **User Details** |
| **Full Name** |  |
| **Department** |  |
| **Staff Unique Identification No** | *This code is shown on your pay slip* |
| **Email** |  |

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| **Problem Category** |
| **Hardware** | **Please specify** |
| **Computer** |  |
| **Email** |  |
| **Network** |  |
| **Phone** |  |
| **Other** |  |
| **Applications/****Software** | **Please specify** |
| **MYOB** |  |
| **WORKBODY** |  |
| **MICROSOFT** |  |
| **Other** |  |

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| --- |
| **Completed By** |
| Name |  | Position |  |
| Signature |  | Date |  |