



**LGfL Unified Sign-on Nominated Contact Request**

Only people who have been registered by their schools as 'Nominated Contacts' are eligible to receive assistance from LGfL support sites and helpdesks. Each school is expected to have between one and three Nominated Contacts, and these people should be technical staff such as network managers and other staff performing that role who have 'administrator' level access to the school's local systems.

- Name:*
- Position within school:*
- Email address:*
- Date of birth:*
- Daytime telephone number:*
- Mobile telephone number:*

***To be signed by the Headteacher:***

**I authorise the person named above to act on behalf of my school in all matters pertaining to the LGfL Unified Sign-On project.**

  

***Headteacher's name:***

***School name:***

***LEA name:***

***Email address:***

***Daytime telephone number:***

  

**Signed .....**                      **Dated .....**

Once completed in full, please fax this form to 0871 236 5030.

*(Do not be concerned when the fax answering service informs you about a transfer to voice mail – just press the send button and your message will be handled correctly.)*

For telephone support, please call 08700 63 64 65 and select option 3.