

Upon completion of this form, please submit to DoIT-Enterprise Support Desk at

EnterpriseSupportDesk@doit.nm.gov

Attention: IT Application Development Team

Requester's Information

NAME:

EMAIL:

AGENCY:

AGENCY CODE:

PHONE: (Office or Cell)

MANAGER:

SharePoint Requested Information

Proposed Site URL: *(Preceded by Agency's Acronym, e.g., DoIT, HSD, SOS, etc.)*

Proposed Site Title:

Desired Date: *(mm/dd/yyyy)*

Site Administrator(s) emails: *(Separate by ; semi-colons)*

What will this site be used for: *(e.g., Documents Center, Enterprise Wiki, Publishing Portal, etc.)*

Type of Site: (Please choose one)

Private *(Only members with granted access can access the site)*

Public *(Anyone with a NM State email or member of nmgov.sharepoint.gov tenant can access the site)*

Will the site have any external users: *(non-state email address)*

Yes

No