

**HR 2000 SDN BHD (475163-M)**

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**PASSWORD RECOVERY AUTHORISATION FORM**

Please complete and sign on this password recovery authorisation form and return to HR 2000 Support team for further action. **Fax: +6 03 5631 9736 E-mail: support@hr2000.com.my**

**Product Name: ( please tick )**

Quick Pay/Staff       Quick TMS       E-Office e-Leave /e-Claim /Webspace

i-Payroll

We hereby authorise \_\_\_\_\_(full name) to retrieve lost ADMINISTRATOR/SUPERVISOR password for the company databases as below:

No.	Database Name (eg. ABC2020)	Company Name (eg. ABC SDN BHD)	HR2000 Support Remark
1.			
2..			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			

**FOR HR 2000 SUPPORT USE ONLY**

Received Date	
Recovery Date/Time	
Recovered by	

\_\_\_\_\_  
 Authorised Signature & Company Address Stamp

Name :

Position:

Date: