



Request Form For Relay

User Details

- 1) Name of Division:
- 2) Name of Administrator:
- 3) Contact Number:Email:
- 4) HOD Name:
- 5) Contact Number:Email:

Server Detail

- 1) Application Name:
- 2) Operating System (Name, Version):
- 3) IP Address:
- 4) IP Address allocated previously for this application (If Any):
- 5) Mac Address of Server:
- 6) Location of Server:

HOD/NIC Coordinator

Signature:
Name:
Date:

Administrator

Signature:
Name:
Date:

Note:

- * Submit one form per IP.
- * Non NIC administrators, please get the form approved by your NIC coordinator prior submitting to Messaging group.