Administration Registration Form

Client Information

Client Name	Today's Date
Client Number (internal use only):	

<u>Member Administrator Portal – Client Administrator</u>

(This could be the group representative or broker. Note, this level will be able to view the invoice and will need to add additional user accounts-See Admin User Guide for how to set up additional users on the portal)

One individual from your organization may be appointed as the Client Administrator for the portal to <u>view documents and invoices.</u> The client level registration allows the user to view all active and COBRA groups. The individual listed below can create additional user accounts to allow multiple persons from your organization access to the Member Administrator Portal. Additionally, you may provide your broker with portal access to act on your behalf once you are registered.

Client Administrator Name	Email
Title	**Phone**
Should user have Change Access or View Only?	Select from dropdown