



## Fieldprint Account Set-Up Instructions

1) Complete application information below:

Program Name: [University of Hawaii - Office of Human Resources](#)

Sub-Account Name:

Divisional Account Name:

Please provide the name and contact information for the individual who will be the primary contact on your account:

Full Name:

Title:

Address:

Phone:

Fax:

Email Address:

Please provide the name(s) and contact information for the individual(s) who will be the second/third (if applicable) contact on your account:

Full Name:

Title:

Address:

Phone:

Fax:

Email Address:

Payment Type: Applicant Pay (Volunteers)

Please provide the name(s) and contact information for the individual(s) who will be the invoice contact: (Employees)

Full Name:

Title:

Address:

Phone:

Fax:

Email Address:

NOTES: