## Request for Adding or Removing a Security Administrator SFH Guarantee Loan Program GUS LTE

This request is to:

- 1. Add a Security Administrator user; or
- 2. Remove a Security Administrator role

This form is utilized by lenders with an existing user agreement for GUS LTE. If the lender does not have a current system user agreement, then one must be completed by the lender and submitted to USDA Rural Development for approval. See the GUS Lender Test Environment for the process to gain access to GUS LTE.

Once the below form is completed and signed by a duly authorized officer (a person with the signatory authority to bind the organization to contractual agreements) of the company, the agreement may be sent in electronic format (scanned or imaged document) to <a href="mailto:SFHGSystemIntegration@usda.gov">SFHGSystemIntegration@usda.gov</a>. If establishing a new role or updating a role, the user will be notified by a system generated email once the user's role is established/updated.

GUS LTE is accessed from https://usdalinc-le.cert.sc.egov.usda.gov/RHShome.do

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Taxing Identification Number (**Complete legal name of Busine Address (City, State, Zip Code)  As an authorized representative for REQUEST #1 Name (Last, First, MI): E-mail:		are requesting the following action(s) as indicated below:
Phone Number and Ext: eAuth/Login.gov User ID: *		
System ID: *	GUS LTE	
Action Requested:	Add Delete	
Security Administrator valid for: Only the location/branch listed in the address above  All locations/branches of the organization		
REQUEST #2  Name (Last, First, MI):  E-mail:  Phone Number and Ext:  eAuth/Login.gov User ID: *		
System ID: *	GUS LTE	
Action Requested:	Add Delete	
Security Administrator valid for:	Only the location/branch listed in the address above All locations/branches of the organization	
GUS LTE does not require "verified identity".		
Approved Lender		"Rural Development"
By:Signature		By Signature Authority of the Deputy Administrator,
Title:  (Printed Name)  By executing this form, I confirm I am a duly represent and warrant the information in this	authorized officer of the company and	Single Family Housing, USDA, Rural Housing Service