

WEMS TOKEN REQUEST FORM

Market Participants in the WEM use this form to apply for a physical token to provide a user with access to the AEMO WEMS application. An AEMO RSA token will be issued to all new users which will allow access to the WEMS environment after the following has been processed.

This form needs to be:

1. Completed by the User and signed by the Market Participant Administrator (MPA); and
2. Sent to AEMO Market Operations (WA) for processing.

Note: The User's token will be activated as soon as the User is verified and confirms receiving the token by calling Market Operations (WA) to activate his/her account.

Personal Details	Given Name(s):	Surname:
	Email Address:	
	Participant Name:	Token Serial Number (AEMO to complete)
	Participant User ID:	

Usage Agreement:

I undertake to notify **Market Operations (WA) immediately on 1300 989 797** should I no longer require access **or** my SecureID token is lost or stolen.

Declaration:	User Signature	Date: ____ / ____ / ____
Endorsement:	MPA Name:	
	MPA Signature:	Date: ____ / ____ / ____

This form must be completed and sent to wa.operations@aemo.com.au

Please allow three (3) working days for your account to be created from when it is received by AEMO. You will be notified via email once the token has been issued to your MPA. Please call your MPA or Market Operations (WA) on 1300 989 797 should you not have received your physical token within five (5) working days from receiving the AEMO generated email that the token has been sent.

Assistance

If you need any help to complete this form, please contact Market Operations (WA) by phone on 1300 989 797, or by email to wa.operations@aemo.com.au