

**Kelvin Hughes Ltd Technical Advice section.  
Download area  
Access request form.**

New North Road, Hainault, Ilford, ESSEX, IG6 2UR Great Britain  
Tel: +44(0) 20 8502 6887 Fax: +44(0) 20 8559 8526

**Details:**

<b>Name.</b>	
<b>Position/ Job role.</b>	
<b>Email address. (see notes)</b>	
<b>Company Name.</b>	
<b>Company address.</b>	
<b>Telephone number.</b>	
<b>Company Web site.</b>	

**Log-in details.**

<b>User Name. (see notes)</b>	
<b>Password. (see notes)</b>	

**Kelvin Hughes training certificate numbers.**

*This information is used to set your level of download area access.*

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**NOTES:**

- Usernames must be a *minimum* of 6 characters.
- Passwords must be a *minimum* of 8 characters and must contain UPPER case, lower case letters and at least one number; for example: *KelviN1964*.
- The word 'username' or 'Password' *can not be used* as part of a log-in name/ password.
- Usernames and passwords are for the use of the named individual only. Usernames and passwords *must not* be circulated any other person or user.
- Shared email addresses and usernames are not permitted, only individual email addresses and usernames will be accepted.
- Access is issued based on training records, Kelvin Hughes reserves the right to restrict or close access to certain areas of the download site.
- This form must be **fully completed**; *incomplete forms will not be processed*.
- Kelvin Hughes Ltd reserves the right to refuse access to the download area.

**Completed forms should be returned to:**

**Email: [technical.advice@kelvinhughes.co.uk](mailto:technical.advice@kelvinhughes.co.uk)  
Fax: +44(0) 20 8559 8526**