Stibo New User Access Request

* **Send requests to** [**MDM\_STIBO@cvshealth.com**](mailto:MDM_STIBO@cvshealth.com)
* **Subject: Stibo New User Request. Pay Vendor # <add your PV #>**
* **Contents of email:**
  + **First Name**
  + **Last Name**
  + **Email Address**
  + **List of Pay Vendor #s that you need access to**

**Points to note:**

* Email domain name must reflect the company represented
* Personal email address will not be accepted (e.g.: Gmail, yahoo, etc.)
* Departmental email addresses will not be accepted (e.g.: [accounting@companyname.com](mailto:accounting@companyname.com) etc.)
* Stibo Team will forward the request to CVS Merchandising for approval
* Access will be granted within 2 business days after receiving CM approval