

Reporting Xpress

Access Request Form for New Users

Please return the completed form to the ACA office. Once access has been granted, we will send you an email with the login instructions. If you have any questions, please contact us at 314.792.7680.

Email: acaoffice@archstl.org

Fax: 314.792.7229

20 Archbishop May Drive
Saint Louis, MO 63119

Please complete the information below:

Name:

Email Address:

Phone:

Parish Name:

Parish Number:

Parish City:

User ID and Password

Your Reporting Xpress User ID will be assigned as your 'first name+last name' with the domain @archstl.rxlogin.org (e.g., johnsmith@archstl.rxlogin.org).

Your initial password will be provided in a welcome email from the ACA office. When logging in the first time, you will be prompted to change your password.

User's Signature:

Date:

YOUR PASTOR'S SIGNATURE IS REQUIRED.

Pastor's Signature:

Date:
