



***Spartanburg County
Records Management***

Access Initial Application (Web Access)

Phone: 596-2507

Email: RecordsManagement@spartanburgcounty.org

Fax: 596-2477

Client Name: Spartanburg County Records Management

Client No: SCR001

Department Name: _____

Department Code: _____

Authorized Name: _____

User ID: _____

(Spartanburg County Email)

Confidential Password: _____

(must include 8 characters, upper and lower case, special character, and a number)

Signature: _____