**Welcome to your new PC**

**Things you need to know**

         Bitlocker Drive Encryption has been installed and is mandatory.

         Your initial Bitlocker password is: **242643968779** (This will have to be entered to get to your initial Windows login)

         You can change your Bitlocker password by following these steps:

Simply right click on your C drive and click on **Change Bitlocker Pin**.

Enter the old password (***242643968779***) and create the new one. It must be eight characters long.   
**\*\*Please note this does not change your network password but will be needed to login in and boot your PC. \*\***

**Things that you need to do**

* Sign the IT Acceptance form attached to this email and return to [ithelpdesk@sbasite.com](mailto:ithelpdesk@sbasite.com) once you receive computer.
* Contact me to do the data migration on your computer as soon as you receive it.
* Once data migration is completed please pack up old computer, power adapter(s) and/or docking station and return them to my attention at the address below **within 7 days of the receipt of the new computer**.
* Please send me the tracking number so I can ensure it is received and removed from your assigned assets list.

**Jonathan Koch**

**SBA COMMUNICATIONS CORPORATION  
8051 Congress Avenue  
Boca Raton, FL 33487-1307**

**IT HELPDESK**

**561 226 9222 option 4**