



Authorized Contact Request Form Disclosure of Confidential Information

Instructions						
<ul style="list-style-type: none"> Please complete and ensure form is signed by an authorized officer of the company. Fax to 949-753-0374 Please print clearly Form will be reviewed and approved by the end of the next business day E-mail address is required for all Sage Software Online account access authorizations 						
General Information						
<input type="checkbox"/> Check box if telephone number or address have changed						
Contact Requesting change (Please print):					Date:	
Company:					Account No.	
Phone:					Fax:	
Address:						
City:				State:		ZIP:
Please select the number for the appropriate level of account access to be granted to each individual. Record this number in the Account Access # field for each contact. NOTE: Each account must have one individual as a 'Primary' contact. This individual will receive all communications from Sage & become an Online Administrator for your account.						
1 = Primary		2 = Training & Cert.		3 = Sales Lead		4 = Software Update
5 = Accounting			6 = Phone & Online Support			
8 = Administrator			9 = General Online data access		10 = Partner Sales (Order Entry)	
<i>If the Primary contact is no longer an active contact, there must be a new Primary contact established.</i>						
Add	Delete	Account access #	Name (first and last)	e-Mail Address		Auth. for Support with which product line?
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
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<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
Confidential Information Disclosure						
<p>Authorized support contacts for Sage MAS 500 ERP is limited to a total of two (2) contacts for a Silver Support Plan or three (3) contacts for a Gold Support Plan, each of which has received the required product training. I also understand that if more contacts are required, they must be purchased separately. I hereby advise Sage that the following are full-time employees of our company/firm and are eligible to receive information on behalf of the company and also be granted access and authority to perform various tasks (as noted above) as an authorized agent of my company. I understand and accept the risks and responsibilities that exist as a result.</p>						
Authorized Officer or Principal (Please print):						
Signature:					Date:	