

USERNAME CHANGE FORM



INSTRUCTIONS:

1. Print the **following [next] page** on **your Company Letterhead**
2. **Complete all the fields on the form.** Please make sure that the Customer has manually signed the form.
3. Enclose **Photo Identification Proof of the Customer and his/her Contact Details**, in the form of either -
 - a) *Notarized Statement, or*
 - b) *Passport, or*
 - c) *Valid Driver's License, or*
 - d) *Article of Incorporation, or*
 - e) *Military ID, or*
 - f) *State/Government issued ID*
4. Please attach the documents to the support request for faster resolution of the issue. In case you are facing any issues while attaching it to the support request, you can fax the documents at the number mentioned below. **Please do mention the ticket id for reference.**

FAX (USA): +1 (415)3580893

FAX (UK): +44 (20) 33182724

Fax (INDIA) : +91-22-30797901

USERNAME CHANGE FORM



Control Panel Username Change Form

Customer Company Name:

Customer Contact Name:

Current Customer Username [E-mail Address]:

New Customer Username [E-mail Address]:

Customer Contact Address [Street, City, Zip, Country]:

Customer Contact Telephone Number:

Customer Contact's Signature:
