



REQUEST TO CHANGE CUSTOMER ADMINISTRATOR

Number:		Date:	
Customer: Enter Customer Name (" Customer ")			
Address:			
Contact:		Phone:	
Email:		Fax:	
Affected Portals:			
Former Customer Administrator Name and Contact Information ("Former Customer Administrator"):			
New Customer Administrator Name and Contact Information ("New Customer Administrator"):			

CUSTOMER hereby requests that Techdynamics change the Customer personnel serving as Customer Administrator from Former Customer Administrator to New Customer Administrator (the "**Request**") on the following terms and conditions:

1. Customer represents, warrants, covenants and guarantees to Techdynamics that: (a) the individual making the Request to change Customer Administrator on behalf of Customer has the requisite authority to make such request on behalf of Customer and to bind Customer; (b) New Customer Administrator is an Authorized User and personnel of Customer having the necessary access, right and authority with Customer to serve as Customer Administrator; (c) New Customer Administrator is aware of the terms and conditions of the Agreement and shall comply with the Agreement and any specified control and security procedures mandated by Techdynamics from time to time, including the obligation to administer the distribution and use of all Services in accordance with the Agreement and to protect against any unauthorized access to and use of the Services; and (d) Customer is compliance with the terms and conditions under the Agreement, including its payment obligations under the Agreement.
2. Customer understands and agrees that Techdynamics may perform its own security processes and procedures in order to process the Request.
3. Techdynamics reserves the right, in its sole and absolute discretion, to reject the Request if Techdynamics is not satisfied that the Request satisfies its security processes and procedures or if Techdynamics determines the Request contains an untrue or false statement by Customer, all without any liability on the part of Techdynamics.
4. If Customer is in breach of any representations, warranties, covenants, guarantees and/or agreements in the Request, Techdynamics reserves all of its rights under the Agreement and at law, including, without limitation, the right of Techdynamics to suspend the Services, to revoke the authorization of New Customer Administrator and/or terminate the Services and the Agreement.
5. Customer shall and does hereby indemnify, defend and hold harmless Techdynamics from and against any and all Losses suffered or incurred by Techdynamics, directly or indirectly, in connection with any breach of Customer's representations, warranties, covenants, or obligations under the Request.
6. Capitalized terms used but not defined herein have the meanings given to them in Techdynamics' Terms of Service – General Terms and Conditions which is available here: <https://techdynamics.com/terms-of-service/> (the "**Terms of Service**"). The Request constitutes a Transaction Document under the Terms of Service.

Submitted by Customer on: _____, 202_.

Customer:

By: _____
Signature

Name:
Title:

I have authority to bind Customer