

Email Authorization Document

This document is to authorize customer email boxes to receive credentials for downloading their website content and manage them, this authorization document ensures that only eligible users will have access to download and manage the website and avoid any property theft that may occur from such credentials. It is the customer responsibility to make sure that the below authorized emails are eligible to receive such sensitive credentials.

Authorization Details

Please send website credentials to the following Email addresses
(It is recommended to put at least 2 different emails for backup purposes)

Company Name	
Responsible Person	
Website URL :	www.
Email : this is used to receive Credentials	
Backup Email: this is used to receive Credentials	
Date of Request :	/ / 20
Signature	
Company Stamp	

* Please submit copy filled in document by hand at Softex Office or send a scanned copy to design@softexsw.com and you shall receive an email of the credentials within 3 business days.

