

ADDING AN ALTERNATE ADMINISTRATOR

Unless noted otherwise on the application, the people listed as contacts on the main application (i.e., company contact, technical contact & if different, the individual who signed the LAN agreement) have the ability to authorize changes to your account and also have access to potentially sensitive account information. It is important that we verify the identity of these individuals before taking any requested actions or providing the requested information. Please take the time to have each contact, authorized to request (from LavaNet) your company's account information, fill out a unique secret question/secret answer for verification purposes. If this person, or any of your alternate administrators, should leave the company, it is the **responsibility of the company** to inform LavaNet as soon as possible.

By signing below, I understand that the contact specified below will have access and authority to make changes to the account.

Authorized Name: _____

Authorized Signature: _____

New Alternate Administrator: _____

New Alternate Signature: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Default Secret Question:
What was the name of your first pet or first best friend? _____

—OR— Please check: Is it a _____ pet or a _____ best friend?

Create your own!

You may create a secret question/secret answer of your own, but it **MUST** be information not known by anyone but you. For instance, "mother's maiden name" is not a good question since this information is in the Lexus/Nexus database and other paid database services. Questions with "yes or no" answers will not be accepted.

Secret question: _____

Secret answer: _____