

Proof of Administrative Power

As outlined in the SaaS Agreement between AutoPal Software and your organization, each account must have an assigned administrative user as defined in Section 1.3 of the SaaS Agreement, the powers of which are defined in Section 3.5 of the SaaS Agreement.

Account Information

Company Name: _____ AutoPal Account ID: _____

Date: _____ Current Administrator: _____

Desired Administrator: _____

Proof of Administratorship

In order to facilitate the change of an administrator, or prove the validity of a current administrator, a letter identifying the administrator, on official company letterhead, and a signed copy of this document must be provided by the appropriate company possessor(s). In addition, it is recommended to provide any additional forms of proof you deem necessary. These can include but are not limited to: Articles of Incorporation, Bylaws, Written Action of Incorporator, Shareholder Agreements, Articles of Organization, Written Action of Organizer(s), etc. as these will help our team determine administratorship of the software instance.

Signatures

I certify that I am authorized to assign an administrative user to the AutoPal account referenced by the Instance ID above. I certify my complete understanding of the implications associated with changing a company administrator.

Possessor Signature: _____

Date: _____