How to Generate Transfer Token.

If the customer gives you super admin access to their Admin console, you can generate the transfer token.

1. Go to Retrieve Transfer Token.
2. Sign in with the customer's super administrator username and password.
3. Under Enter Reseller's Public Identifier, enter your account ID.
4. Click Confirm Reseller Identifier.
5. At the top, verify the domain name and business name match your reseller information.
6. Review and select the subscriptions you can transfer:

   Transfer to Reseller—Lists the subscriptions that will transfer to the reseller.

   Choose how to transfer—Lists the subscription you might be able to transfer if you get permission from the reseller. After contacting the reseller, select the subscriptions you can transfer to them.
7. Click Continue.
8. Check the box to agree to the terms and conditions.
9. Click Generate Transfer Token.
10. Click Copy Code.

Note: Transfer tokens expire 14 days after being generated.

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