

SUBSCRIBER AGREEMENT FOR SUBMITTING DATA ELECTRONICALLY
TO THE CITY OF GRAND RAPIDS, MI

In accepting the electronic signature credential issued by the City of Grand Rapids, MI, Environment Services Department, hereafter referred to as the City, to sign electronic reports submitted to the City's LinkoExchange system.

Permit # _____ Permittee _____
Located: _____

I _____ (1) understand and agree to submit self-monitoring data required by the Industrial Wastewater Discharge Permit, referenced above, through electronic format, and I agree that the electronic signature (PIN) shall serve as a legally enforceable signature in the same manner as an original signature on a paper document pursuant to the provisions of M.C.L. 450.831 et seq. I will be held legally bound, obligated, or responsible for my use of my electronic signature as I would be using my hand-written signature in submitting an electronic document to the LinkoExchange system.

(2) Agree to protect the security of my password and system credentials from compromise and shall take all necessary steps to prevent its loss, disclosure, modification, or unauthorized use. **I agree to protect my electronic signature credential, consisting of my password and answers to my security questions, from use by anyone except me and to change them if they become known to anyone but me. Specifically, I agree to maintain the secrecy of my electronic signature credential; I will not divulge or delegate my electronic signature credential to any other individual; I will not store my electronic signature credential in an unprotected location; and I will not allow my electronic signature credential to be written into computer scripts to achieve automated login.**

(3) Agree not to attempt to use or create automated log-in scripts using my electronic signature credentials.

(4) Agree to report to the City within 24 hours of discovery, any evidence of loss, theft or other compromise of my electronic signature.

(5) Agree to notify the City if I cease to represent the regulated entity specified above as signatory of that organization's electronic submissions to the LinkoExchange system as soon as this change in relationship occurs and to sign a surrender certification at that time.

Signatory Name: _____ Signature: _____
(print)

Title: _____ Date: _____

Email: _____

Authorization by immediate supervisor or witnessing official: I _____ acknowledge that the individual named above works at/for _____ and is authorized to submit documents on the company's behalf.

Witness Name: _____ Signature: _____
(print)

Title: _____ Date: _____

Return Forms to Mr. Kurt Anderson
City of Grand Rapids ESD
Water Pollution Control Officer
1300 Market Ave.
Grand Rapids, MI 49503
Tel. 616.456.3260
Fax. 616.456.4423