



## New Client Profile Setup Worksheet

### GENERAL INFORMATION

Registration ID                      Registration Date                      Company Type

### CLIENT COMPANY INFORMATION

Company Name                      Company Email                      Company Phone                      Country

Address                      City                      Province/State                      Postal Code/Zip Code

### CLIENT CONTACT INFORMATION

#### Main Contact

First Name                      Last Name                      Title                      Email                      Phone                      Ext

#### Secondary Contact

First Name                      Last Name                      Title                      Email                      Phone                      Ext

Technical Contact                      ☐ Same as Main Contact                      ☐ Same as Secondary Contact

First Name                      Last Name                      Title                      Email                      Phone                      Ext

Billing Contact                      ☐ Same as Main Contact                      ☐ Same as Secondary Contact

First Name                      Last Name                      Title                      Email                      Phone                      Ext

### ACCOUNT SETTINGS

Plugg Account                      ☐ Link Existing - Account # (\_\_\_\_\_-\_\_\_\_\_)                      ☐ New Account

Service Fees                      ☐ Plugg Account                      ☐ Prepay                      ☐ Post-Pay

Billing Cycle                      ☐ Weekly                      ☐ Monthly