

Account Information Sheet
(PLEASE PRINT AND ACCOMPLISH ACCURATELY)

Name of Company: _____

Company Address: _____

Authorized Contact Person(s):

	PRESIDENT / CEO	AUTHORIZED SIGNATORY 1	AUTHORIZED SIGNATORY 2
Name			
Position			
Tel.No.			
Mobile No.			
Fax No.			
Email Address			
Birthday			

	CONTACT PERSON 1	CONTACT PERSON 2	CONTACT PERSON 3
Name			
Position			
Telephone No.			
Mobile No.			
Fax No.			
Email Address			
Birthday			

Other Contact Person(s):

	IT HEAD	HR HEAD	ADMIN / PURCHASING HEAD
Name			
Position			
Telephone No.			
Mobile No.			
Fax No.			
Email Address			
Birthday			

	SALES HEAD	MARKETING HEAD	CUSTOMER SERVICE HEAD
Name			
Position			
Telephone No.			
Mobile No.			
Fax No.			
Email Address			
Birthday			

Note: For changes in assignee name, kindly provide us a list of handyphone/account numbers and the corresponding assignee in order for us to execute necessary changes.

Conforme:

- We fully authorize the above Company representative (signatories and contact persons) to transact on Company's behalf in ALL Handyphone requirements including but not limited to:

Bill Reprinting
 Report of Loss Phone
 Report of found Phone
 Change of Account Assignee
 Change of Billing Address
 Change of Handyphone Number
 Change of Subscription Plan
 International Direct Dialing (IDD) Activation
 International Roaming Activation

Mobile Office Activation
 Request for PUK
 Reconnection of a Temporary Disconnected Account
 SIM Card Replacement
 Handset support Services (Repair)
 Billing Adjustment
 Roaming Adjustment

- We fully understand and agree that GLOBE will only entertain requests or any transactions pertaining to Company's subscriptions if such is done by or through the aforementioned authorized representatives.
- We fully acknowledge that changes in the assignee names are not included in this form and shall not be effected by the changes herein.
- We acknowledge and certify that the foregoing information are thru and correct.
- We further acknowledge that all the foregoing information shall supersede any and all previous information given by us.

 Signature over Printed Name / Date
 (Signatory 1)

 Signature over Printed Name / Date
 (Signatory 2)

