



Account Owner/Account Contact Email Update Request

For the purposes of this request, the following definitions apply:

- Account Owner: The person identified in our records as the owner of the (mt) account.
- Account Contact: A person identified in our records as an authorized contact on the (mt) account.

FILE THIS FORM IF, AND ONLY IF, YOUR SITUATION MEETS ONE OF THE FOLLOWING CRITERIA:

1. You are the Account Owner or an Account Contact and you no longer have access to the email address on file; or
2. You are the Account Owner and you would like reopen your (mt) account.

ALL FORMS AND DOCUMENTATION MUST BE IN ENGLISH

Step 1 - Tell us about yourself, the (mt) account and the desired course of action (answers must be typed)

Domain Name or (mt) Account Number	
Account Owner/Contact Legal Name	
Telephone No.	
New Email Address	
Your Role on the (mt) Account	<input type="checkbox"/> I am the Account Owner <input type="checkbox"/> I am an Account Contact
Desired Course of Action	<input type="checkbox"/> Update the primary email address on file <input type="checkbox"/> Reopen my (mt) Media Temple account (Account Owner ONLY)

Step 2 – Provide us with a copy of your government-issued ID

A *color* copy of your government-issued ID (both *front* and *backside*) must be included with your submission. Please note, we are only able to accept one the following forms of identification:

- Government-issued photo passport (passport cards will not be accepted).
- U.S. Military photo I.D.
- U.S. Permanent Resident Card
- Driver’s License or state photo identity card issued by the Department of Motor Vehicles (or equivalent)

IMPORTANT: If you are unable or unwilling to provide identification that meets the requirements set forth above, or if we have reason to believe that your ID is expired, a forgery or otherwise invalid, we will be unable to process this request. No exceptions will be permitted.

By signing below, I, _____, do hereby certify, UNDER PENALTY OF PERJURY, that: (i) I am the Account Owner, or, if not the Account Owner, I am an Account Contact; (ii) all of the information I have provided in support of this request is true, complete, current and accurate and (iii) I have read, accept and agree to be bound by all of (mt) Media Temple’s terms and policies, located on the World Wide Web in the “Legal Information” section at <http://www.mediatemple.net/legal/>. I agree that neither (mt) Media Temple, Inc. or any of its employees, agents, assigns, affiliates or partners shall be liable to me or any third party in any amount for any actions taken pursuant to this request. Additionally, I agree to defend, indemnify, and hold harmless (mt) Media Temple, and its employees, agents, assigns, affiliates and partners, from and against any and all claims, loss, liability and/or damages arising from this request or any actions taken by (mt) Media Temple, Inc. in connection therewith.

Sign

Date

ALL REQUESTS MUST BE EMAILED TO verification@mediatemple.net

Please allow 1-3 business days for your request to be reviewed.