

Account Merger Form

This form must have an authorized signature that is on the account to process the request.

Please return the letter to: customerservice@solarwinds.com

Date: _____

This letter shall serve as the authorization for Solarwinds to merge all accounts requested below for _____ (“Company Name”).

If these companies do NOT have the same name, please provide a short explanation of what their association is:

SolarWinds Customer IDs I am requesting to be merged:

- | | |
|-------------|--------------|
| 1. SW _____ | 6. SW _____ |
| 2. SW _____ | 7. SW _____ |
| 3. SW _____ | 8. SW _____ |
| 4. SW _____ | 9. SW _____ |
| 5. SW _____ | 10. SW _____ |

Solarwinds Customer ID I would like to keep as my main account:

SW _____ Company Name: _____

Please list E-Mail & Contact information for the account:

Main account contact name: _____
 Main account contact e-mail: _____
 Main contact phone: _____
 Finance contact name: _____
 Finance e-mail: _____
 Finance contact phone: _____

I certify that:

- 1) I am authorized to request this action on behalf of my company.
- 2) I and all other holders of the below accounts understand that once this action has been taken it is irreversible.
- 3) I/We understand that once the merge has taken place the selected main account will house all licenses and there will be a single/shared login to our customer portal.
- 4) I/We understand that all billing and shipping addresses as well as accounting information on the accounts will default to the main account information once merged. I am responsible for providing/confirming my current billing and contact information.
- 5) You may contact my manager for verification of this letter.

Your Signature: _____
(Electronic signature is acceptable)

Mgr. Signature: _____
(Electronic signature is acceptable)

Please Print ALL Required Information Below

Your Name: _____	Mgr. Name: _____
E-Mail: _____	Mgr. E-Mail: _____
Phone: _____	Mgr. Phone: _____

Below for internal use only:

Attached: _____ Contacts: _____ Lic/Maint: _____ Quotes: _____ Financial: _____ Admin: _____ Name Change: _____ User Note: _____ E-mail: _____

*Name Change Approved by A/R: _____ All previous contacts no longer employed there: _____