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IT Service Center
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AUSTRIA

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BIC 10000
Companies Reg. No. FN 85749b,
Commercial Court Vienna
Registered Office:
1010 Vienna, Am Hof 4
VAT ID No. ATU 15350402,
Data Processing Register No. :
DVR 0052019
SWIFT BIC OEKOATWW

Ordering/Withdrawal of Administrators

For the OeKB Login Portal

Please fill in this form completely, sign it and return it by post to the
IT Service Center.

1 Customer

Customer No.

or

Name/company name

Location/Street

Postcode

Town

Country

VAT ID No.

Companies Reg. No.

2 Ordering of Administrators for User Administration in Login Portal

These users are indicated to manage the customer's Users and User Rights.

2.1 Administrator 1

Title, first/last Name

E-mail

Tel.

If different from Item 1

Name/company name

Location/Street

Postcode

Town

Country

VAT ID No.

Companies Reg. No.

Preferred authentication

via SMS Token

mobile phone no.

via RSA Key Fob Token

if already allocated,
please state User Name:

2.2 Administrator 2

Title, first/last Name _____

E-mail _____

Tel. _____

If different from Item 1

Name/company name _____

Location/Street _____

Postcode _____ Town _____

Country _____

VAT ID No. _____

Companies Reg. No. _____

Preferred authentication

via SMS Token mobile phone no. _____

via RSA Key Fob Token if already allocated,
please state User Name: _____

3 Withdrawal of administrator rights for User Administration in Login Portal

The administration rights of the following administrators should be withdrawn.

User Name

or

Title, first/last Name

E-mail

Tel.

If different from Item 1

Name/company name

Location/Street

Postcode

Town

Country

VAT ID No.

Companies Reg. No.

Notice that only the administration rights are withdrawn from the user. The user will remain active and can enter the OeKB Login Portal as a normal user. If the user is not required anymore, he/she has to be deactivated.

deactivate the user

leave the user active

The administration rights of the following administrators should be withdrawn.

User Name

or

Title, first/last Name

E-mail

Tel.

If different from Item 1

Name/company name

Location/Street

Postcode

Town

Country

VAT ID No.

Companies Reg. No.

Notice that only the administration rights are withdrawn from the user. The user will remain active and can enter the OeKB Login Portal as a normal user. If the user is not required anymore, he/she has to be deactivated.

deactivate the user

leave the user active

4 Registration Statement Login Portal

By signing this registration statement for the OeKB Login Portal, we confirm that we

- (i) have authorised and empowered the Administrator(s) indicated above,
- (ii) have advised the Administrator(s) indicated above of his/her (their) rights and obligations

Place, date

Signature and company seal

Name(s) of the signatory/signatories in print