



Rick Hansen Foundation Accessibility Certification Registry

Company Primary Contact Change Form

Within the Rick Hansen Foundation Accessibility Certification Registry, the **Company Primary Contact** (CPC) is the individual who holds ultimate authority and responsibility for a company account. CPCs are the top official within a company's account and have authority and permission to make changes with relation to their account.

This form is utilized to change this role from one individual to another within an organization. This form constitutes formal acceptance and acknowledgement of a change to CPC user.

COMPANY INFORMATION

Company Name	
Company Address	
Company City	
Company Website	

OUTGOING CPC**

NEW CPC

Existing account on registry (Y/N)? : _____

CPC Name:		CPC Name:	
CPC Title:		CPC Title:	
CPC Phone No.:		CPC Phone No.:	
CPC Email address:		CPC Email address:	

**if the outgoing CPC is no longer with your organization, their phone number and address are not required fields



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Authorization

By signing below, we hereby authorize Canadian Standards Association to amend the company account information on the Rick Hansen Foundation Accessibility Certification Registry in accordance with these duly authorized instructions.

The following **Authorized Company Agent** has the authority to bind the company. The authorized company agent must be a different company contact than the new CPC listed.

In completing the below, the company acknowledges that all CPC assigned privileges will be removed from the existing CPC and transferred to the new CPC.

By: Authorized Company Agent*

Name:

Title:

Phone:

Email:

Having authority to bind the company

By: New CPC

Name:

Title:

Phone:

Email:

Having authority to bind the company

**Note: If active, the current CPC may sign on behalf of the company to authorize transfer of privileges to a new CPC.*