Dear Cox Business Customer:

The following is a Name Change Request Form sent in response to your request to change the name of your Cox Business account. There is a total of two pages in this packet including this coversheet.

To ensure the fastest processing of this request, please be mindful of the following items:

- Carefully read and complete each section of this form. Incomplete forms will not be processed.
- The account holder cannot be changed by completing this form. Contact us online at www.coxbusiness.com/chat for more information regarding changing account ownership.
- Only the current account holder can sign this form.

After completing and signing the following page the form should be emailed to acctmaintformupload@cox.com for processing.

We look forward to assisting you with the requested account changes. If you have any questions you can contact us online at www.coxbusiness.com/chat. Thank you for choosing Cox Business as your business solution!

Name Change Request Form

Account Number:

Print Account Holder's Name:

Phone: Fax:

Email:

Service Address:

City: State: Zip:

Mailing Address:

City: State: Zip:

Prior Business Name / Information

Legal Company Name:

Doing Business As:

New Business Name / Information

Legal Company Name:

Doing Business As:

> Customer hereby represents and warrants unto Cox that it has legally changed its name as set forth above and further agrees to remain bound by the terms, conditions, and obligations of the customer under the Existing Commercial Services Agreement including the Terms and Conditions attached thereto.

All Directory Listing and Caller ID entries will be updated for each telephone line on the account. **Please select only one of the available four options.**

I acknowledge and accept the update to Directory Listing and Caller ID using "Legal Company Name".
Please initial here:

I acknowledge and accept the update to Directory Listing and Caller ID using "Doing Business As".
Please initial here:

I understand changes need to be made. Please contact me for specific listing instructions.

Not applicable; no telephone services on account.

Account Holder Signature:

Print Account Holder's Name:

Title: Date: