

Business Resumption Center (BRC) - Authorization List

Please complete and submit this form by email at ntthk.cs@global.ntt.

NTT will complete the processing and acknowledge you in 48hrs via email. If you have any inquiry, please contact your Account Manager.

Customer Support Hotline: (852) 3793 0222

<A> Requestor Information (All fields with * must be filled in)

Company Name*	
Authorized Contact*	Valid ID* (e.g. Z123 456(7)) XXXX _ _ _ _ (_)
Email*	Title
Telephone / Mobile*	Fax
Account Manager	Email

 Authorization Access List (Name should be same as HK ID Card)

Please check the appropriate box

Name 1*	Action Type* (Select only one)	<input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete
Title	Valid ID* (e.g. Z123 456(7))	XXXX _ _ _ _ (_)
Email Address	Mobile	
Authorization type* (Please select only one)	<input type="checkbox"/> Full Access <input type="checkbox"/> Request invocation/drill <input type="checkbox"/> Check in <input type="checkbox"/> Access HDD locker	
Access Period* (Please select only one)	<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary (valid from _____ to _____)	
Name 2*	Action Type* (Select only one)	<input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete
Title	Valid ID* (e.g. Z123 456(7))	XXXX _ _ _ _ (_)
Email Address	Mobile	
Authorization type* (Please select only one)	<input type="checkbox"/> Full Access <input type="checkbox"/> Request invocation/drill <input type="checkbox"/> Check in <input type="checkbox"/> Access HDD locker	
Access Period* (Please select only one)	<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary (valid from _____ to _____)	
Name 3*	Action Type* (Select only one)	<input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete
Title	Valid ID* (e.g. Z123 456(7))	XXXX _ _ _ _ (_)
Email Address	Mobile	

CONFIDENTIAL

All information on this form will be treated as confidential



Authorization type* (Please select only one)	<input type="checkbox"/> Full Access <input type="checkbox"/> Request invocation/drill <input type="checkbox"/> Check in <input type="checkbox"/> Access HDD locker
Access Period* (Please select only one)	<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary (valid from _____ to _____)

Note:

1. * Compulsory field(s)
2. Maximum two (2) "Full Access" are allowed in BRC Authorization List
3. Valid ID can be last 4 digits of HK ID card (e.g. Z123 456(7), passport, traveling document, Hong Kong Driving license, staff card of HKSAR government or related organizations, staff card of public utilities (e.g. electricity, gas, TV, radio, etc.) or staff card of Telco.
4. Access Type
 - Full Access has the right of add/, change or delete name records, make invocation or drill request, check in BRC and access the HDD locker
 - "Request invocation /drill" has the right to make invocation or drill request, check in BRC and access the HDD locker
 - "Check in" has the right to check in BRC and access the HDD locker
 - "Access HDD locker" has the right to access HDD locker only
5. Period of Temporary Access is less than 3 months.

<C> Remark

NTT Com Asia Limited and HKNet Limited (collectively, "we", "us" or "our") take your privacy seriously.

Please tick the relevant boxes below:

You agree and consent to us collecting, using and disclosing your personal information as outlined in our Privacy Policy at <https://hello.global.ntt/en-us/legal/privacy-statement>. You understand that you can withdraw your consent or ask for correction of your personal data at any time by contacting us at ntthk.cs@global.ntt. However, if you withdraw your consent, we may no longer be able to provide our services or products to you.

You confirm that you have explained the above provisions to the above-mentioned individual(s) and that the individual(s) named in this form has read and understood these provisions and consent to our collection, use and disclosure of his/her personal information.

You hereby confirm that I and each of the above-named representative(s) in the Authorized Access List have read and agreed to comply with Company's BRC Customer Handbook, Special Conditions for BRC and General Terms and Conditions.

 Authorized Signature with Company Chop
 Name:
 Title:

 Date: