



## Authorized Agent Designation Form

*Instructions:*

If you would like to designate an authorized agent ("**Authorized Agent**") to submit a request on your behalf related to your personal information, a signed and notarized<sup>1</sup> copy of this Authorized Agent Designation Form (this "**Form**") must be submitted to us. If Axioma, Inc. ("**Axioma**") is unable to verify the identity of the individual about whom information is being requested (the "**Requestor**"), we may ask for additional information or documents for verification purposes. For more information, please see our Privacy Notice at [Axioma Privacy Notice | Qontigo](#).

If sending by mail, please use the following address:

Axioma, Inc.  
17 State Street  
Suite 2700  
New York, NY 10004

If sending by email, please use the following address:

DataPrivacyManager@axioma.com

### 1. Requestor Information

<b>Full Name</b>
<b>Mailing Address</b>
<b>Email Address</b>
<b>Phone Number</b>

### 2. Authorized Agent Information

<b>Full Name of Authorized Agent</b>
<b>Email Address of Authorized Agent</b>
<b>Phone Number of Authorized Agent</b>
<b>Authorized Agent's California Secretary of State Registration Number<sup>2</sup> (if applicable)</b>

### 3. Authorization

I, Requestor, designate the Authorized Agent listed above for the sole purpose of submitting the following request(s) on my behalf (check all that apply):

- Request to delete my personal information.
- Request to access my personal information.
- Request to modify my personal information.
- Request to object to the processing of my personal information.
- Request to restrict the processing of my personal information.

<sup>1</sup> Notarization is only required if this request is being submitted by a U.S. resident.

<sup>2</sup> Please note, if you are designating an entity to act on your behalf, California law requires that such entity is registered with the California Secretary of State.

By signing below and submitting this Authorized Agent Designation Form, I affirm the following:

- I am the Requestor whose name appears above, and the information provided in this form is true and accurate.
- I understand that I may be contacted directly in order to verify my identity and confirm designation of my Authorized Agent.
- I grant the Authorized Agent permission to submit the request(s) indicated above to Axioma on my behalf.
- I authorize Axioma to process such request(s) and I understand that any responses produced in connection with a request to access my personal information will not be sent to my Authorized Agent but will instead be sent directly to me at the address provided above.
- The authority granted by this form will terminate 90 days after the date of execution.
- I agree to indemnify Axioma for any and all claims that arise against Axioma in relation to its reliance on this Authorized Agent Designation Form.

<b>Signature of Requestor</b>	<b>Today's date</b> ( <i>mm/dd/yyyy</i> )
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**4. Notary Information**

If you are a resident of the United States, please complete the following notarization:

**State of** \_\_\_\_\_ **County of** \_\_\_\_\_

I, \_\_\_\_\_, do hereby confirm that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the person named as the Requestor in Section 1 above appeared before me, and has acknowledged to me that this authorization is his/her wish.

<b>Signature of notary public</b>	<b>Notary seal</b> ( <i>if state requires a seal</i> )
<b>Commission expiration date</b> ( <i>mm/dd/yyyy</i> )	

\* The notary seal must be dated within 30 days of receipt of this document by Axioma.