



UPDATE AUTHORIZED EMPLOYEE CONTACTS FORM

UPDATED October 2015

Please fill out, then print, sign, scan and email this completed form to sales@dwgdistribution.com.

If you do not have a scanner you may fax the form to 516-933-4910, and email sales@dwgdistribution.com to confirm the fax was received.

Company Information

Company Name: _____

DWG Account Number: _____

Contacts To Be Updated

Please: Add Remove

Contact Name: _____

Contact Title: _____

Contact Email: _____

Contact Phone: _____

Authorized Purchaser? Yes No

Please: Add Remove

Contact Name: _____

Contact Title: _____

Contact Email: _____

Contact Phone: _____

Authorized Purchaser? Yes No

Please: Add Remove

Contact Name: _____

Contact Title: _____

Contact Email: _____

Contact Phone: _____

Authorized Purchaser? Yes No

Please: Add Remove

Contact Name: _____

Contact Title: _____

Contact Email: _____

Contact Phone: _____

Authorized Purchaser? Yes No

I authorize DWG to make the above-listed changes to the authorized contacts on my account.

Print Name

Signature

Date