



## ASTUTO TRANSFER FORM

The ASTUTO system incorporates a set of encrypted keys and employs the proprietary ASTUTO Format, a cutting-edge high-level encryption technology. The ASTUTO product is exclusively available to qualified customers upon formal enrollment.

This form is designed to document and communicate any authorisation changes related to the management of your ASTUTO Site and product. ASTUTO strongly recommends that each party retain an original copy of this form to ensure all changes are accurately recorded.

**IMPORTANT:** Please ensure the form is clearly printed or typed to avoid processing delays.

### 1: SITE/COMPANY INFORMATION

<b>ASTUTO Site Owner/ Company Name</b>	
<b>ASTUTO FOX/RAPID Number (If Known)</b>	
<b>ASTUTO Site Name</b>	
<b>ASTUTO Site Address</b>	

\* To ensure the highest level of security with ASTUTO, only the site owner/company can add/remove Authorised ASTUTO Service provider, only one Authorised ASTUTO Service provider allowed for each ASTUTO site.

### 2: TRANSFER AUTHORISED ASTUTO SERVICE PROVIDER

	CURRENT AUTHORISED ASTUTO SERVICE PROVIDER	NEW AUTHORISED ASTUTO SERVICE PROVIDER
	<b>REMOVE</b> I, _____, acknowledge that this change will revoke the existing incumbent's access to our registered FOX/RAPID key and associated credentials. I confirm that I would like to proceed.	<b>ADD</b> I, _____, confirm that I am authorizing access to our registered FOX/RAPID key and associated credentials for the specified individual and would like to proceed.
<b>Company Name</b>		
<b>Contact Name</b>		
<b>Contact Title</b>		
<b>Address</b>		
<b>Phone Number</b>		
<b>Email Address</b>		

### 3: SITE OWNER / COMPANY'S AUTHORISATION

<b>Contact Name</b>	
<b>Contact Title</b>	
<b>Phone Number</b>	
<b>Email Address</b>	
<b>Signature</b>	
<b>Date</b>	

#### TERM OF USE:

By signing this form, you, as the ASTUTO site owner, confirm that you are a current Authorised Contact and have the authority to approve changes to the Authorised ASTUTO Service Provider for your site as specified in Section 1 of this form. You also acknowledge and agree to the ASTUTO [Terms and Conditions](#).

\*\*\* It is the site owner's responsibility to revoke the contractor's access and ensure the deactivation of the service provider ASTUTO MKEY(Master Key).

\*\*\* If a new ASTUTO MKEY(Master Key) is required for the site, a MKEY(Master Key) reload fee will apply. All ASTUTO readers must be returned to ASTUTO for the new key loading process.

To add or remove authorisations, submit this signed form to: [registration@astutoaccess.com](mailto:registration@astutoaccess.com)

For any further assistance, please contact our Customer Service Representative.

ASTUTO Internal Use Only

<b>ASTUTO Registration Officer</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<b>Print Name</b>	<b>Signature</b>	<b>Date</b>

Sign by ASTUTO Registraion Officer only after approval.

---

### TERMS AND CONDITIONS

#### **AUTHORISATION AND ACCESS MANAGEMENT**

Only the ASTUTO site owner may request changes to the Authorised ASTUTO Service Provider. Only one service provider at a time is allowed to have access to any ASTUTO site. The site owner must revoke access from the previous service provider before a new service provider is granted authorisation. This form does not grant purchasing rights to the site owner but only authorises a change in the authorised service provider responsible for ASTUTO site management.

#### **SECURITY & ENCRYPTION KEY MANAGEMENT**

The site owner is responsible for ensuring that the previous service provider's access is completely revoked to prevent unauthorised access. If a new ASTUTO MKEY (Master Key) is required, a reload fee of per reader will apply. All ASTUTO readers must be returned to ASTUTO for the key reloading process before the new provider is granted access. ASTUTO is not responsible for any unauthorised access, misuse, or security breaches due to failure to revoke access from a previous provider.

#### **SUBMISSION AND PROCESSING**

This form must be fully completed and submitted to [registration@astutoaccess.com](mailto:registration@astutoaccess.com). Incomplete or illegible forms may result in processing delays or rejection. ASTUTO reserves the right to verify all information provided before approving any service provider changes. Processing times may vary depending on verification and administrative requirements.

#### **TERMINATION AND LIABILITY**

The site owner is responsible for managing access rights and ensuring a secure transfer of ASTUTO site. If ASTUTO determines that a security risk exists, it reserves the right to suspend or revoke access to the encryption key without notice. ASTUTO is not liable for any service disruptions resulting from the site owner's failure to properly complete this form, revoke access, or update service provider information.

#### **UPDATES TO TERMS**

ASTUTO may update these Terms and Conditions periodically. Any changes will be communicated to the site owner via the contact information provided in this form.

### LEGAL COMPLIANCE AND DATA PROTECTION

#### **DATA PROTECTION AND CONFIDENTIALITY**

All information provided in this form is treated as strictly confidential and will only be used for administrative and security purposes. ASTUTO complies with applicable data protection laws. By submitting this form, you consent to the collection, processing, and storage of your information under these regulations. Your data will only be shared with authorised personnel, service providers, or affiliates who require this information to perform their duties.

#### **SITE OWNER RESPONSIBILITIES**

The site owner is responsible for ensuring that all submitted information is accurate and up to date. Any unauthorised changes or omissions may result in delays or issues in processing service provider changes. Only designated and verified contacts may request changes to ASTUTO system access, encryption key ownership, or authorised service providers.

#### **ENCRYPTION KEY MANAGEMENT AND LIABILITY**

The site owner is responsible for managing the service provider's access. If a new ASTUTO MKEY (Master Key) is required, a reload fee of per reader applies. ASTUTO readers must be returned to ASTUTO for new key loading before the service provider can proceed with access. ASTUTO is not responsible for unauthorised access caused by negligence, failure to update authorised contacts, or improper security procedures.

#### **RIGHT TO VERIFY AND REVOKE ACCESS**

ASTUTO reserves the right to verify the identity and authorisation of any individual submitting this form. Any changes to ASTUTO system access must be in compliance with company policies and technical requirements. ASTUTO reserves the right to revoke access or terminate services if terms are violated or if security risks are identified.

#### **GOVERNING LAW AND DISPUTE RESOLUTION**

Any disputes related to ASTUTO's access management, encryption key control, or service provider authorisation shall be resolved under local Governing Law.

For further questions or legal inquiries, please contact ASTUTO at: [registration@astutoaccess.com](mailto:registration@astutoaccess.com)

---

By signing this form, you confirm that you are authorised to request these changes on behalf of the site owner and agree to abide by the terms outlined above.