



dormakaba Group

**dormakaba BEST® PATENTED MASTERKEY SYSTEM SECURITY AUTHORIZATION FORM**

The purpose of this form is for the end user to designate representatives who are authorized to place an order for dormakaba BEST® patented cores or keys and to confirm the correct shipping address for dormakaba BEST® Patented product. It is the responsibility of the Distributor to ensure that the end user completes a Security Authorization Form and submits it to dormakaba with each order and applies to this Purchase only.

The dormakaba BEST® Patented Masterkey System provides a higher level of protection against unauthorized key duplication and crossovers. To help ensure that dormakaba BEST® patented cores and keys do not end up in the possession of unauthorized personnel, dormakaba will only authorize sales and shipment of dormakaba BEST® patented cores and keys to the individuals noted on this form. Please complete this form carefully as dormakaba and/or its Authorized Distributor will strictly adhere to this information.

**END USER:**

\_\_\_\_\_
End User Name

\_\_\_\_\_
Account Number

**SECURITY AUTHORIZED PERSONNEL:** Please provide the names of all security personnel who are authorized to place purchase orders for End User's dormakaba BEST® Patented Masterkey Systems.

1. \_\_\_\_\_
Name Street Address
\_\_\_\_\_
Title City, State, Zip
\_\_\_\_\_
Phone Number E-mail Address
\_\_\_\_\_
Date Signature

2. \_\_\_\_\_
Name Street Address
\_\_\_\_\_
Title City, State, Zip
\_\_\_\_\_
Phone Number E-mail Address
\_\_\_\_\_
Date Signature

3. \_\_\_\_\_
Name Street Address
\_\_\_\_\_
Title City, State, Zip
\_\_\_\_\_
Phone Number E-mail Address
\_\_\_\_\_
Date Signature

**dormakaba BEST® PATENTED MASTERKEY SYSTEM SECURITY AUTHORIZATION FORM (cont.)**

**AUTHORIZED DISTRIBUTOR:** Please insert the name below of the Authorized Distributor that you that you assign and authorize to place orders for dormakaba BEST® Patented Product on your behalf.

**1.**

Name	Street Address
Title	City, State, Zip
Signature	Phone Number / E-mail Address
Date	

**SHIPPING ADDRESS:** Please provide the address where you would like all dormakaba BEST® Patented Product shipped.

Department
Street Address
City, State, Zip

**ACCEPTABLE METHOD FOR PLACING ORDERS:** please identify below the method that you authorize for placement of orders for dormakaba BEST® Patented Product.

**Signature Verification** – dormakaba may only accept purchase orders that have been signed by one of the individuals designated on this form by the End User. dormakaba will verify that the signatures match before initiating activity on the order. dormakaba will not initiate activity until the original P.O. has been received.

**Email Verification** – dormakaba may accept electronic purchase orders from the email accounts designated on this form by the End User. dormakaba will verify that the email account sending the purchase order has been designated as an authorized purchaser. Purchase orders received from accounts not listed will not be accepted.

**Fax Verification** – dormakaba may accept purchase orders via fax from one of the individuals designated on this form by the End User. dormakaba will verify that the individual placing the order has been designated as an authorized purchaser.

**dormakaba BEST® MASTERKEY CODE & MASTERKEY SERVICE POLICY::** In accordance with the dormakaba BEST® Masterkey Code and Masterkey Service Policy, all dormakaba BEST® Patented Masterkey Codes and combinations are available for distribution solely to end users and select Authorized Distributors. To assist in reducing the possibility of duplication within a dormakaba BEST® Patented Masterkey System and ensure security, all dormakaba BEST® Patented Masterkey Code extensions and next in series codes should be made or approved by dormakaba Masterkey personnel and/or the Distributors that have been authorized by dormakaba to have access to dormakaba BEST® Patented Masterkey Codes, un-combinated cores and key blanks. Duplication or release of dormakaba Patented BEST® Masterkey Codes to non-authorized people or organizations, including, but not limited to, unauthorized distributors, wholesalers, private locksmiths, other lock manufacturers, architects, or contractors violates dormakaba’s ownership rights and is strictly prohibited.

By signing below, End User acknowledges that 1) the information provided above is accurate and correct and 2) that any unauthorized use including, but not limited to, the transmission or dissemination of dormakaba BEST® Patented Masterkey Codes, without the express written consent of dormakaba is strictly prohibited.

End User Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_