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SOS Database Maintenance/Action Agreement

This agreement is between Synergistic Office Solutions, Inc. (SOS) and

(Customer) _____,

and extends for twenty-eight (28) days beginning on _____ (date).

The license name for this database is

Customer requests that SOS perform the following service:

- Repair (or evaluate for possible repair) the database.
- Extract the following data set(s) from the database: (use additional sheet if needed)

- Extract data for the following provider(s). This data is not located in a separate data set:

Name _____

Code(s) _____

- Reset the Administrator ID and Password with _____ (staff person name).
- Unlock ledgers with _____ (staff person name).

Customer affirms that they are the owner of (or officer responsible for, e.g. CEO, CFO) the above referenced database and have the authority to request that work be completed upon said database. If repair or extraction is requested, Customer will provide a copy of the database on CD or will electronically allow SOS access to the computer system to facilitate upload to SOS.

Organization Name: _____

Owner Signature: _____

Owner Name (print): _____

Date: _____

- Business Associate Agreement is on file.