

## Reset Password Request

Your password will only be reset if you are in our records as the file cabinet (company) owner. If you are not the file cabinet owner, please contact the eBridge administrator in your office to have them reset your password for you.

If you are the file cabinet owner, please provide the information below. If your request is received within normal business hours and the information matches our records, your password will be reset within 30 minutes. Our business hours are Monday through Friday 9:00am-6:00pm Eastern Time. You will be notified via email when it has been reset. The information below must be provided in writing via this form, it cannot be taken over the telephone.

### Requestor's Information:

Account Name	
Contact Name	
Position	
Email	
Phone(s)	
File Cabinet Name	
UserID to be Reset	

### Security Questions (must match the information on file at eBridge):

1- Billing Email Address: \_\_\_\_\_

2- Billing Physical Address: \_\_\_\_\_  
\_\_\_\_\_

3- Payment Method:  Credit Card  Check

**Signature of Authorized User**

**Printed Name of Authorized User**

\_\_\_\_\_

\_\_\_\_\_

Please complete this form and return it to eBridge Support, either email to [support@ebridge.com](mailto:support@ebridge.com) or fax to 813-849-6511.