



# Client Portal (OCP) Access Authorization

Please fax to Order Processing at (866) 226-3175  
Or email to OrderProcessing@tsico.com

5 digit Client or  
Order Number

Client Name

Client Phone

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## AUTHORIZED RECIPIENT(S) - CLIENT PORTAL LOGIN (PLEASE PRINT CLEARLY)

Contact Name – OCP User

Contact Email Address (login will be sent here)

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____

**Please enter a valid email address for each OCP user.** Each user listed here will be granted access to all client numbers listed in section one of this form. **Client is responsible for notifying Transworld Systems Inc. upon any termination of an employee who has a pass code so that we may disable their access to the Client Portal.**

The undersigned hereby represents that they have authority to authorize the above-named Authorized Recipients to have access to Transworld Systems Inc. Client Portal. Furthermore, the undersigned hereby acknowledges that Authorized Recipients will be given a pass code to enable them to access information that may be of a sensitive and/or private nature to the undersigned or the undersigned organization. Authorized Recipients should be trustworthy individuals, and should not share their pass code with any third party. The undersigned releases, indemnifies, and holds harmless Transworld Systems Inc. from any damages to the organization or third party liability of any kind that might arise from Authorized Recipients' use or misuse of the Transworld Systems Inc. Client Portal or the pass code.

**Authorized By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Email:** \_\_\_\_\_