



WERCSmart Account Consolidation Request

Organization Information – Complete all fields:

Corporate Name:			
Corporate Address:			
Primary Telephone		Primary Fax:	
Corporate Contact		Title:	
Phone for Contact:		Contact Email:	

Request Details

Help Desk Ticket Number (Required): _____

Please Check One

As the person making this request, what is your current assigned role within the WERCSmart account for your organization?

☐ Administrator☐ User☐ Neither

There are additional accounts established within WERCSmart, which were created separately from the primary account noted above. This is a request to merge the data from the account(s) below, into the primary account.

	Account Name	Administrator Email
1.		
2.		

Documentation Required by WERCSmart:

We are providing the following required information, as part of this request to transfer the prior firm's product registrations to our existing WERCSmart account.

- A complete list of WERCSmart Product IDs which have been furnished by the prior organization, which detail the product registrations that we have acquired as part of the transaction. Must be submitted in either Excel or Word format
- If any of the WERCSmart registrations were previously supplied to any of the retailers noted below, we are also providing the prior Supplier ID number from the prior organization.
 - Sears
 - Wal-Mart
 - O'Reilly
 - The Home Depot

NOTE: WERCSmart Subscriptions are not automatically cancelled. Please provide an answer to the following:

UPON COMPLETION OF THIS CONSOLIDATION, WILL THERE BE A WERCSMART SUBSCRIPTION CANCELLATION NEEDED?

☐ YES☐ NO**Signature:**_____
Authorized Signature_____
Print Name_____
Date_____
Corporate Title

Requests must be submitted on Corporate Letterhead and if that is not possible, a cover letter on Corporate Letterhead documenting the request must be included.