



2903 West Michigan Avenue
 Jackson, MI 49202
 Phone: 517-788-6393
 Email: services@computer-ties.com
 Website: www.computer-ties.com

Subject: Service Modification Form

To add or remove services from your current contract with Computer Ties, please complete the Service Modification Form provided below. Once completed, submit it to our office in-person or via email at services@computer-ties.com.

Company Name: _____

Employee Name: _____

Title:

Services to Add:

- Backup Services (N-Able)
- Virus Protection (WebRoot)
- Ransomware Protection (Agile Blue)
- Remote Support Contract (Unlimited remote support within business hours)
- On-site Support Contract

Frequency: Daily Twice per week Three times per week Once per week

- MailRoute (Spam Filtering for Email Accounts)
- Microsoft 365

Package: Basic Standard Premium

Services to Remove:

- Backup Services (N-Able)
- Virus Protection (WebRoot)
- Ransomware Protection (Agile Blue)
- Remote Support Contract (Unlimited remote support within business hours)
- On-site Support Contract (If it's a reduction in frequency specify here): _____

- MailRoute (Spam Filtering for Email Accounts)
- Microsoft 365

Package: Basic Standard Premium



Customer Acknowledgement:

By proceeding with the termination or removal of any services provided by Computer Ties, you hereby acknowledge and understand the implications this decision might entail. This includes, but is not limited to, potential risks and vulnerabilities associated with the safeguarding of your information and data. We would like to expressly underline that without the comprehensive protection offered by Computer Ties' suite of services, your digital assets might be exposed to external threats that could compromise their integrity, confidentiality, and availability. This might result in unauthorized access, data breaches, or even loss of data. We highly recommend reviewing your decision considering these potential risks, or alternatively, arranging for an appropriate substitute that will help maintain the necessary protection for your valuable data. If you have any queries or concerns regarding this matter, please do not hesitate to contact our customer service team.

Please note that any changes in services may result in changes to your billing. You will receive a new contract with the updated services and pricing.

Employee Signature: _____ Date: _____

Submit this completed form to our office at 2903 West Michigan Avenue, Jackson, MI 49202 or email it to services@computer-ties.com. If you have any questions or need assistance, please call us at 517-788-6393.

Thank you for choosing Computer Ties!