

Password Buster and / or Password Recovery Instructions

We understand that your time is valuable. Please keep in mind that, for the protection of your data, the Password Recovery Service is a structured process. We must receive all of the requested information before we can begin the recovery procedures.

To crack or bust your password, we will need two things from you:

1. Our completed "Consent Form" (located on page 2 of this document)

We will need a "Letter of Consent" from a **Legally Authorized Officer of Your Company**. For security reasons we require an authorized person of your company to complete the Letter of Consent form. This form will need to be completed in its entirety and printed on **Company Letterhead** before we are able to recover or reset any password.

2. Your **CURRENT** company backup where we are actually changing the password.

Please use our secure drop box to send us these files:

<https://www.yousendit.com/dropbox?dropbox=BestBusinessStrategies>

We will quickly change your password and get your file back to you in approximately three hours during normal business hours of 9AM - 5PM. Monday - Friday.

Weekend services are available with a scheduled appointment.

For Questions or to Schedule a Weekend appointment please call **800-898-3877 or 304-233-2612.**

LETTER OF CONSENT

To Whom It May Concern:

I, _____, give my consent for Best Business Strategies and its employees to recover my User IDs and reset Passwords for my Sage 50 US Accounting data. The person(s) at my company that is authorized by me to receive this information is/are:

They can be reached at: _____ ext: _____

Your Sage Customer ID#: _____

Contact Person: _____

Telephone: _____

Email Address: _____

I also understand and agree to a charge of \$60.00 plus sales tax(if applicable) per company in Sage 50 Accounting. Prices are subject to change without notice.

Sincerely,

Title:

Date: