

Online ordering is now the most popular method for property owners to order a KnoxBox. With eApproval, departments give their property owners the choice of ordering with the paper authorization order form or online. Regardless of paper or online, the department retains the ability to review and authorize each order.

The Knox Company recommends our eApproval ordering process.
Please complete and submit this form to indicate your preference.



eApproval Acknowledgement

Do you want to use the online eApproval system for placing orders?

YES **NO***

- Combines online ordering with electronic authorization
- Property owners submit purchase requests online
- Authorized department reviews and approves/denies each request prior to order completion
- Paper authorization order forms still allowed with authorized signature

By signing below, the department acknowledges and confirms:

1. The department wishes to allow property owners in its jurisdiction to order Knox products online with the department's electronic approval. The department's electronic approval will serve as authorization for eApproval orders.
2. The department may request termination of its eApproval authorization at any time upon written notice to the Knox Company.
3. The department understands this authorization form will remain in effect until such time as the department notifies the Knox Company in writing that eApproval authorization is terminated.

Department Name: _____

System Code: _____

City: _____ State: _____

Knox Program Coordinator Name: _____

Title: _____ Signature: _____ Date: _____

Email Address for Knox Program Coordinator: _____

NOTE: Knox will send a courtesy shipping confirmation with tracking number for all products ordered within the department's jurisdiction.

PLEASE COMPLETE, SIGN AND FAX TO:

623-687-2296

ATTN: RECORDS

* Answering "NO" means ONLY signed paper authorization forms will be accepted.

knoxbox.com

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