

To: **HKIX Network Operation Centre**

E-mail: **hkix-access@cuhk.edu.hk**

Fax: **+852 2603-5153**

*Delete when appropriate

* AS Number / FTNS License No.

Note: Please complete the form in BLOCK letters and return it to the above address by email or fax. Confirmation will be sent out to your NOC by email within *3 working days* upon our receipt of your form.

HKIX Data Centre Access Authorization List

Company/Organization Details

Registered Name	
Postal Address	
NOC E-mail	NOC Phone

Full List for Authorized Representatives¹

Printed name as shown on Staff ID / HKID / Passport	Company / Organization	Staff ID or first 3 digits of HKID/Passport ID	Telephone Contact

Use separate form(s) if space is not enough

Terms & Conditions:

1. The authorized representatives need to observe and agree to abide by the HKIX Data Centre Policies posted in <http://www.hkix.net/hkix/access-policy.htm>; in particular the following for data centre access:
2. Only authorized representatives may make request to enter the Data Centre.
3. For every Data Centre visit, a maximum of **3 persons**, of whom at least one must be a Representative, may enter the Data Centre at the same time. For security reasons, all visitors (Representatives and accompanying persons) will be requested to show his/her STAFF ID and HKID (or Passport) for verification. He/she will be refused to enter the Data Centre if the required credentials cannot be shown.
4. Customer must provide HKIX with at least **(1) one working day** prior notice via e-mail any time it intends to access the HKIX Data Centre.
5. Customer must provide HKIX with at least **(3) three working days** prior notice any time it requires on site technical support at the HKIX Data Centre or it intends to move-in or move-out any Customer Equipment.

Declaration:

I have read and agreed to abide by the said terms & conditions and I hereby agree that the person with name(s) as specified above is/are authorized to access any of our server(s) and/or equipment(s) placed in the HKIX Data Centre. Please confirm this registration request by sending email to our NOC.

Requested By:

For and on behalf of _____
(Company / Organization name)

Date: _____

Authorized Signature with Company Chop

Name:

Title:

Remarks: The information collected above will be used for the purpose of authenticating your identity to access co-located space inside HKIX's Data Centre. Please note that we may not be able to process your application if you do not provide the information we needed.