



Pfintztaalstraat 2
4143 JB LEERDAM

Tel 0345 63 60 40
Mail info@lic.nl
Web www.lic.nl

Request and processing form for non-automated changes

Request (To be completed by customer)
Customer,

Company name:

Employee:

E-mail:

City:

Date: 20..... /..... /.....

Description: Requests LIC to make changes to the database as described below. The Customer declares that this is are non-regular changes and that carrying out this transaction may lead to differences in underlying or linked registrations or administrations. The Customer indemnifies L.I.C. Software Development B.V. against any liability for damage of any kind resulting directly or indirectly from the execution of this request. Customer undertakes to check the changes made.

Changes:

.....

Signature:

Processing (To be completed by helpdesk employee L.I.C.)

Employee:

- Actions:
- Back-up database
 - Verificatie te muteren gegevens
 - Implement changes
 - Check changes and results
 - Report to customer
 - Adjust logbook with changes

Remarks:

.....

Date: 20..... /..... /.....

Signature:

Send the completed form to info@lic.nl