



Local Government Corporation
Customer Backup Form

Customer Site/Office

As a customer of Local Government, I have been informed of the backup procedures for my office. I know and understand the difference between a manual backup and an automated backup.

LGC recommends all backups be done manually, requiring the responsible individual to select and then verify that the backup was run successfully. It is important to ensure a successful backup runs each day to protect my office from equipment failure, a natural disaster, or any unforeseen error. If a backup does not complete properly and it becomes necessary for LGC to load a backup tape to retrieve any lost data, I understand that they will only be able to load the latest backup that completed successfully.

If I require LGC to setup my backup automatically, I understand the risks associated with automated backups and the possibility that backups will not run or complete properly. I also understand that if I choose to do run an automated backup procedure, that I need to verify the backup completed without errors.

Please indicate your selection below:

_____ I have decided to use the manual backup procedure

_____ I have decided to continue to use my automated backup procedure and understand the risks that are involved with the automated process.

Customer Signature

LGC Representative

Date

Date