



## Acceptance of eTapestry Database Conversion

I understand by signing this form, as stated in the eTapestry.com customer contract, that I approve of the conversion services performed and that I have the authority to make this decision.

Any requests for rework of the eTapestry database following the date of this *Acceptance* will result in a new quote being provided to you estimating the costs for alterations to your database.

Please sign and fax to (317) 336-3828 or scan and email to programmer.

**Date:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

\* If your conversion consisted of journal transactions marked for Auto Processing, the following items must be completed just before you return this form.

### Auto Processing Preferences (Pertains to credit cards and may not apply)

- Set your organization's *Time Zone* at the Preferences page found under Manage, My Organization
- Set the recipient(s) for the *Auto Process Report Email* at the same Preferences page.
- Add your organization's Network One or IATS (Ticketmaster) transaction processor at the eCommerce page found under Manage, My Organization.
- Provide the date below when eTapestry should begin auto processing scheduled transactions. If not provided, auto processing will begin the day after your database goes live.

Auto Process Begin Date: \_\_\_\_\_