



OpenReaction Hosting Solutions, Inc.

651 Phlox Way NW, Acworth, GA 30102
Toll Free 866.256.1096
Fax 231.332.7132

Service Cancellation Form

In order to cancel service, OpenReaction will need a written request from an authorized contact* stating which services should be canceled. Please fill out this form and FAX or mail it to OpenReaction.

If, after submitting the form, you don't hear back from a OpenReaction representative by the next business day, please call Customer Service at 866.256.1096 to assure there was not a problem with the transmission.

***Typically the authorized contact is the person who signed the service agreement or order form, or who verbally requested a service. We can, however, cancel an account for a person having a Letter of Authorization or Power of Attorney as an agent or consultant for a client's organization. Depending upon the terms of the agreement, a prior notification period may be required.**

***Required Fields**

***Company Name:** _____

***Contact Name:** _____

***Contact Phone:** _____

***Contact Email:** _____

Contact Fax: _____

***Person Authorizing Cancellation:**

***Description of services to cancel including technical information (Ex. user-
names, domain names):** _____

***Effective Date** (Cancellation will not go into effect until the next billing cycle): ___/___/___