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| Electronic Signature Conditions |  |
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* I understand that in conducting business with the State of Minnesota through the Board of Trustees of the Minnesota State Colleges and Universities, *Company Name*will be provided electronic access to the e-Builder service for the assigned role(s) in the e-Builder service.
* I agree to maintain the security of the Login and Password “credentials” assigned to me by the Minnesota State Colleges and Universities system, “Minnesota State”, for use of the e-Builder service, by taking reasonable security measures to prevent it from being lost, modified or otherwise compromised, and to prevent unauthorized disclosure of, access to, or use of it or of any media on which information about it is stored.
* I agree that, if I suspect or discover that my credentials have been stolen, lost, used by an unauthorized party, or otherwise compromised, I will immediately notify Minnesota State by calling 651-201-1782 and emailing ebuildersupport@minnstate.edu.
* I will immediately request that my electronic signature authority be revoked if I discover or suspect that it has been or is in danger of being lost, disclosed, compromised or subjected to unauthorized use in any way. I understand that I may also request revocation at any time for any other reason.
* If I have requested that my electronic signature authority be revoked, or I am notified that someone has requested that my electronic signature authority be suspended or revoked, and I suspect or discover that it has been or may be compromised or subjected to unauthorized use in any way, I will immediately cease using my electronic signature.
* I will immediately cease using my credentials and electronic signature upon termination of employment or termination of the Agreement. I also agree to notify Minnesota State if I cease to work for the entity specified below, by sending an email to ebuildersupport@minnstate.edu.
* I understand and agree that I will be held as legally bound, obligated, and responsible for any submission I make using the e-Builder service as I would be by making such submission in hardcopy form with my handwritten signature as certification.
* I agree that I will be held as legally bound, obligated, and responsible for any submission made using the e-Builder service by an agent whom I have authorized to act on my behalf.

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Minnesota State Office of General Counsel (rev. 2015-07-15)