



## Request Form for Password Reset

We provide 24-hour service support for our customers.  
Please complete the form, email to - [Support@globaletrade.services](mailto:Support@globaletrade.services).

### Section I

**Company:** \_\_\_\_\_

**User ID / Login ID / Member ID:** \_\_\_\_\_

Please specify **services/application** : \_\_\_\_\_

#### Reason for Password Reset:

- Forgot Password  
 Share Id  
 Typo Error  
 Other, please specify: \_\_\_\_\_

Please inform my new Password by (tick **ONE** only):

- Email** \_\_\_\_\_ (Email Address)  
 **Phone** \_\_\_\_\_ (Phone Number)

### Section II

#### Terms & Conditions for Password Reset

In requesting a password reset, the user and the company whose name appear on the form assume all responsibility for risks associated with the request, collection, receipt, security & use of the new password including where the user opts for the same to be issued or to be collected other than by the user in person. GeTS shall:

- (i) not be obliged to verify the identify or authority of the person collecting or receiving, or using the said password or otherwise purporting to do so collect, receive or use the password on the user's behalf; and
- (ii) be further entitled to rely on the information provided in this form as to the manner & contact particulars to which the password should be issued forwarded by GeTS

The user & the company shall in any event be liable for all charges and usage under the said password issued and GeTS shall not be enquired to whether any such use has been authorized by user. By signing this form, the user & the company confirms acceptance of the above terms.

#### Time for processing Request for Password Reset

GeTS will use reasonable efforts to process a duly completed Request for Password Reset within 1 hour from the time of receipt of the request.

#### I have read and agreed to the Terms & Conditions for Password Reset.

Owner ID/Requestor

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

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

NRIC No. : \_\_\_\_\_

Company Stamp : \_\_\_\_\_

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

Contact No. : \_\_\_\_\_

#### For Official Use Only

Reset By : \_\_\_\_\_