

Step 1 of the SLT process! Please read SLT Process Sheet for details.



SOFTWARE LICENSE TRANSFER REQUEST FORM

SLT Information Office - Hewlett-Packard Company - 690 E. Middlefield Road., MS: 2003 - Mt. View, CA. 94043-4001

To: slt@hp.com SLT Information 650-960-5670
e-mail address FAX #:

Transferor: (SELLER) _____
Company's Legal Name

Address

City, State, Zip Code

Contact Name Phone # FAX #

E-mail address

Transferee: (BUYER) _____
Company's Legal Name

Address

City, State, Zip Code

Contact Name Phone # FAX #

E-mail address

Hardware: _____
System Type Model No. Serial No.

ALL SOFTWARE AND USER LICENSES LISTED IN PROOF-OF-OWNERSHIP DOCUMENTS WILL BE TRANSFERRED UNLESS OTHERWISE NOTED ON SEPARATE LIST.

PROOF OF OWNERSHIP OF THE RIGHT-TO-USE LICENSE(S):

Right-to-Use License(s) must have been purchased from Hewlett-Packard or an HP Authorized Reseller, or HP must have previously approved the transfer of these license(s). Please indicate the proof-of-ownership of the Right to Use License you are providing by checking the appropriate box and including a copy of the document. **If you are submitting an executed Software License Transfer Authorization, the original signature document must be returned to HP.**

- HP Invoice or HP Authorized Reseller Invoice** (Must include hardware Model Number, Serial Number, User Level & list of installed software.)
- Executed HP Software License Transfer Authorization with original signatures** (Must be original-signature document. Copies or faxes or this form are not acceptable).
- Current (within last 12 months) HP Support Agreement** (Must include hardware Model Number, Serial Number, User Level & list of installed software.). (**Quotations for Support will NOT be accepted.**)

Note: HP Software License Certificates may be used as proof of ownership for **application software ONLY**. Additional proof of ownership for the hardware, which must include Serial Number, Model Number and User License level, must accompany the Certificates.

Transferee must execute and return HP's Software License Terms, Exhibit E36S, and HP's As Is Warranty Statement before transfer can be completed.

Providing all documentation is received, reviewed & approved by HP, Transferor can anticipate receiving the Transfer Authorization Letter for signature within 10 business days.

By signing below you are attesting that all information provided to Hewlett-Packard regarding the above-referenced Software License Transfer request is correct and valid.

A Transfer Processing Fee of Four Hundred Dollars US (\$400USD)/per system, plus applicable sales tax, must be submitted along with this completed SLT Request Form. Please Note: Sales taxes must be based on **buyer's** location, not the seller's. Any SLT Request not accompanied by the Transfer Administration Fee, plus applicable taxes, will be returned to the Transferor without processing. HP accepts checks, money orders, Visa, MasterCard & American Express. Please make all checks/money orders payable to Hewlett-Packard.

Requested by: _____
Signature of Authorized Representative of Transferor Printed Name and Title

Company Name

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Payment Information:

Please Note: *If you are paying with a credit card, your credit card statement will show a charge from Compaq Computer Corporation.*

_____ Check or money order for \$400 USD, ***plus applicable taxes***, is enclosed. PLEASE NOTE: Sales taxes must be based on the buyer's location, not on the seller's location.

_____ Please use credit card information below. ***Please Note:*** HP will ***not*** retain this credit card information. You will need to submit your credit card information each time you submit a Request to transfer.

_____ X \$400 = \$ _____
of SLTs

Sales Tax (based on buyer's location) - _____% = \$ _____
(Note: If buyer has tax exemption certificate, a copy of the exemption certificate must accompany the request.)

Total included or to be charged \$ _____

Please check the type of credit card you are using.

_____ Visa _____ MasterCard _____ American Express

Credit Card number: _____

Expiration date: _____

Print name as it appears on the card: _____

Signature: _____