## Neuron Computers

### **New Client Onboarding Form**

Dear Client,

Thank you very much for choosing Neuron Computers to be your trusted Managed Services Provider for all your IT needs! We are very excited to be of service and look forward to many years of giving you top-notch and cutting-edge service.

Please do me a big favor and fill out this onboarding form as complete as you can so that we have all your organization's details in order to create your account. Thank you so much.

Best regards,

Kevin Sipma Founder, Chief Technology Officer Neuron Computer Services, LLC

#### **Parent Company Information**

Company Name	
Primary Contact Name	
Additional/Secondary Contact(s)	
Street Address	
Suite No.	
City, State, Zip Code	
Direct Phone & Ext.	
Primary Contact Email Address	

#### Parent Company Bill To Information

To whom may we submit invoices to?

Primary Contact Name	
Additional/Secondary Contact(s)	
Street Address	
Suite No.	
City, State, Zip Code	
Direct Phone & Ext.	
Primary Contact Email Address	

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### **Subsidiary Companies**

Please list any subsidiary companies you may have that fall under the umbrella of the parent company to be covered under our Managed Services plans.

Subsidiary #1 Company Name	
Primary Contact Name	
Additional/Secondary Contact(s)	
Street Address	
Suite No.	
City, State, Zip Code	
Direct Phone & Ext.	
Primary Contact Email Address	
Subsidiary #2 Company Name	
Primary Contact Name	
Additional/Secondary Contact(s)	
Street Address	
Suite No.	
City, State, Zip Code	
Direct Phone & Ext.	
Primary Contact Email Address	
Subsidiary #3 Company Name	
Primary Contact Name	
Additional/Secondary Contact(s)	
Street Address	
Suite No.	
City, State, Zip Code	
Direct Phone & Ext.	
Primary Contact Email Address	
Notes	
(list any notes about subsidiary companies here, or attach documents if you need more space)	

## Neuron Computers

### Employee/Staff Information

Please list all covered employee/staff members of your organization that use technology. A general rule of thumb is, if they have an email address or device, they should be covered under our Managed Services plans. Duplicate this sheet or attach documents if you need more space.

Employee Name	Email Address	Direct Phone & Ext.