

Instructions for Third-Party Authorization

Dear California Resident:

Before we can fulfill a personal information access or deletion request made by a third party on behalf of a California resident, the California Consumer Privacy Act (CCPA) requires us to obtain evidence that you authorize the third party to make the request on your behalf. In order to authorize a third party to make a personal information access or deletion request on your behalf, please complete this Third-Party Authorization.

Completing each line on the declaration with accurate information is required.

The steps are:

- Lines 1 to 3 - fill in your name and address (this is for the person whose personal information is the subject of this request).
- Line 4 - fill in your email address for information or questions to you about this request.
- Line 5 - fill in the third party's name you are authorizing to make this request on your behalf (Authorized Third Party).
- Line 6 - fill in the email address of the third party you are authorizing to make the request on your behalf.
- Line 7 - insert the Case Number if you were given one (either by email or from the Call Center)
- You must indicate which email address you request the report be sent to. You may only select one address.
- You must sign the Declaration in front of a notary. The notary will ask for evidence of your identity in order to complete the attached Notary Acknowledgment. Your bank or credit union may offer free notary services.
- Once notarized, scan the completed document (the Declaration and Notary Acknowledgment) and email it to webmaster@tixbroadway.com.
- If we do not receive this signed and notarized Declaration, we will not be able to complete your request.

Third-Party Authorization Declaration

(1) California Consumer's Name _____

(2) Consumer's Residence Address _____

(3) Consumer's City, State, Zip _____

(4) Consumer's email address for communications about this request
_____@_____

(5) Name of Person Authorized to Act on my behalf (Authorized Third Party)

(6) Authorized Third Party's email address for communications about this request
_____@_____

(7) Case Number _____

Dear Tixbroadway.com (The Electric Press) Representative,

I am a resident of the State of California. I am the individual listed above in Line 1.

Please accept this notarized declaration authorizing the Authorized Third Party named above (in Line 5) to act as my representative in connection with my request to access or delete my personal information under the California Consumer Privacy Act of 2018, as amended.

I am directing you to send my personal information to the email address above Line 4 OR Line 6
(select only one)

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature: _____ Date: _____

(Signature must be notarized)

See Third-Party Authorization Declaration

NOTARY ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of _____ County of _____ On

_____ before me, _____ (name and title of officer),

personally appeared _____,

who proved to me on the basis of satisfactory and legally sufficient evidence to be the person(s) whose name(s) is/are subscribed to the within Third-Party Authorization Declaration and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of _____

that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)