

HUGHES NETWORK SYSTEMS, LLC  
TRANSFER OF OWNERSHIP AGREEMENT FORM

Date: \*

Hughes Transfer of Ownership  
Hughes Network Systems, LLC  
11717 Exploration Lane  
Germantown, MD 20876

**Email:** [changeowner@hughes.com](mailto:changeowner@hughes.com)

**Fax:** 301-601-6339

Re. Transfer of Ownership Agreement Form

Attached to this letter is the documentation that must be completed when the ownership of a site or sites transfers from one company to another. Full documentation must be submitted to the above address before the change of ownership will be effective in Hughes' systems. All required fields must be filled out in order to be accepted and processed. Please allow Hughes 7 to 14 business days to complete the transfer of ownership process. For cases where more than 20 sites are being transferred, please allow 20 to 25 business days after all documentation has been received to complete the process.

Once the transfer of ownership process has been completed, the billing will start with the next following monthly cycle. All charges prior to that process being completed will be the responsibility of the Transferor. The Transferor must be in good standing in order for transfer of ownership to be completed.

If service to any transferred site is to be terminated, the Transferor will be responsible for any applicable termination fees (service and/or lease). If such termination takes place after the effective date of the transfer of ownership, however, the Transferee will be responsible for any such applicable termination charges.)

## Section A: Transferee and Transferor Information

Please be advised on the following date\* \_\_\_\_\_ transfer of ownership of the attached referenced locations has been agreed to by:

Please provide the information as it appears on your invoices from Hughes.

### Transferor Current Bill-To Information:

Hughes Account Number:\* \_\_\_\_\_  
Company:\* \_\_\_\_\_  
Attention: \* \_\_\_\_\_  
Address:\* \_\_\_\_\_  
City: \* \_\_\_\_\_ State: \* \_\_\_\_\_ Zip: \* \_\_\_\_\_  
Email: \* \_\_\_\_\_

### Transferee Current/New Bill-To Information:

Does not have an existing account

Transferee Brand: \_\_\_\_\_  
Hughes Account Number:\* \_\_\_\_\_  
Company:\* \_\_\_\_\_  
Attention: \* \_\_\_\_\_  
Address:\* \_\_\_\_\_  
City: \* \_\_\_\_\_ State: \* \_\_\_\_\_ Zip: \* \_\_\_\_\_  
Email: \* \_\_\_\_\_  
Phone: \* \_\_\_\_\_

### Business Type:

Franchisee  Corporation  Partnership  Proprietorship

Years in Business:\* \_\_\_\_\_ Federal Tax ID:\* \_\_\_\_\_

For Transferees who are new Hughes customers: Hughes will decide if a credit check is necessary upon review of the completed transfer documents. If deemed necessary, Hughes will require and collect all pertinent banking info and trade references in order to perform a credit check.

If you would like to pay using credit card or through automated E-Check processing, please register or login into the *Hughesnet Customer Support Center* at <https://myhughesnet.com>.

By signing the following we understand and agree to the terms listed in this document. The Transferee has reviewed all agreements with the Transferor and understands their monthly obligations. The Transferee agrees to all charges thereafter and assumes responsibility for the terms associated with each site listed below in Section D.

Transferor Printed Name \_\_\_\_\_

Transferor Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Transferee Printed Name \_\_\_\_\_

Transferee Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

CONSENT TO TRANSFER

**FOR HUGHES USE ONLY**

The below authorized signatory hereby consents to the assignment as described above:  
Hughes Network Systems, LLC

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

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

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

***Completion of this information is required or processing cannot begin.  
Delays in processing may cause an inability for the sites to process credit card  
transactions.***

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### Section D: Site List Being Transferred- ALL FIELDS REQUIRED

Current Hughes Account*	**Current Customer* #	**New Customer #*	Current Physical Location for Site*	Update if New Address Different*

*Please be aware that changes in \*\*customer #'s will require an interruption in service and may require an onsite technical visit. Most changes are done from midnight to 6 a.m. EST.*

*The changes will need to be coordinated with a Hughes representative to ensure minimal impact on your business.*