

# **Sales Order Processing and Licence Management Procedures**

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# Sales Order Processing and Licence Management Procedures

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This guide describes the sales order processing procedures that enable the creation, modification, and destruction of Four Js Development Tools licenses.

These procedures permit the timely turnaround of customer orders within two working days. If any outstanding order takes longer to process, it should be followed up with the World Wide Sales Order Processing centre from the third day.

Most forms required to execute these procedures are available in electronic form, either in Microsoft® Word or Adobe® Portable Document Format (.pdf). Most of the .pdf forms permit data entry. Whenever possible, forms should be completed at the keyboard rather than by hand. Precious time is lost when poor handwriting or a poor scan prevents the forms from being properly interpreted.

Ensure all fields are completed. They are there for a purpose and any missing information will introduce delay.

All orders must be entered by sales order entry personnel. Exceptions to this require prior approval from the Chief Operating Officer. If an outstanding order is taking a long time to process, don't hesitate to contact the World Wide Sales Order Processing centre in Paris on +33 1 41 38 86 30.

The following requests may be made:

- [Request for an evaluation license](#)
- [Request to modify a license](#)
- [Request to withdraw a license from stock](#)
- [Exchange of an Informix® license](#)
- [Request for a backup license](#)
- [Request for a consultant](#)
- [Renewal of lapsed maintenance](#)

## Request for an evaluation license

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An evaluation license enables a prospect or customer to temporarily test one or several products for a pre-determined number of users.

**Important:** This request concerns Development Licenses only. Under no circumstances can requests be made for Runtime Licenses (Deployment).

By default, the time period is fixed for **4 weeks** and the number of users is limited to **6**. With the appropriate approvals, it may be possible to make the following adjustments:

- The time period may be extended to a maximum of **26 weeks** (6 months) with up to **34 users**.
- The time period is fixed for **4 weeks** with up to **3,680 users**.

	Standard	Option 1	Option 2
<b>Number of users</b>	1 to 6	From 7 to 34 max	From 35 to 3680 max
<b>Number of weeks</b>	4	Limited to between 5 and 26 max	Limited to 4 max

The evaluation period takes effect when the license is installed.

You can also be provided with a license with a limitation date. This license will expire at this limitation date, no matter when it is installed.

## APPLICABLE FORM

No request will be accepted without a properly completed "**Demo Software Request Form**" (DSRF), which can be downloaded from the web site at [www.4js.com](http://www.4js.com). Use of any other form will introduce unnecessary delay. This form should be sent by email to [mgtlic@4js.com](mailto:mgtlic@4js.com).

One form is required per request, which must be duly signed.

## REQUIRED INFORMATION

Each request must provide the following information:

Field	Required information
Date	Request date
Request Type	Tick the appropriate box
Software Product Requested	Tick the appropriate box
Technical Details	Operating system brand/version Database engine Four Js product version Number of users requested Number of weeks requested (or ending date)
Company Details	Name Contact name Email address Telephone number
Distributor Details (VAR, Distributor, OEM, or Four Js subsidiary)	Name Contact name Email address Telephone number
End User Company Name	If not already provided
Comments	If request is non standard

All of the above information is necessary to ensure prompt dispatch of the license. Any variance from the above will introduce unnecessary delays.

## SENDING THE REQUEST

Who can request an evaluation license?

- An end-user can make a request directly.
- A VAR, distributor, or subsidiary can make a request on behalf of an end-user.

Where should the request be sent?

- To the license management team

How should it be sent?

- By email to [mgtlic@4js.com](mailto:mgtlic@4js.com)

### LICENSE SHIPMENT

All license shipments are sent by default electronically via email.

### RENEWALS

When shipped, no evaluation license can be renewed, extended, or modified in any way. If necessary, a new demand may be made on condition that the customer's motivation for the renewal is clearly explained.

This measure is to prevent abuse of the evaluation license; on occasions it has been known for customers or partners to use evaluation licenses in lieu of full development licenses to migrate or develop an application.

### MODIFICATION and CANCELLATION

When downloaded, an evaluation license cannot be modified. Because it is also limited in time, there is also no need to cancel it.

### COMPLIMENTARY INFORMATION

All requests for complimentary information should be made to the World Wide Sales Order Processing Centre (Paris).

All requests concerning technical problems such as downloading, installation, or license usage should be made to the World Wide Technical Support Centre.

## Request to modify a license

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A request to modify an existing license may be required in certain circumstances.

- USER INCREASE - A user count increases
- UPGRADE - An upgrade to an existing license (for example, v2.50 to v3.00)
- CANCEL - A license is cancelled
- SPLIT - A license is split into two separate licenses
- MERGE - Two licenses are merged into a single license
- REINSTALL - A change of hardware or operating system platform is needed
- REINSTALL - A reinstallation after a system crash is needed
- TRADE-UP - An Informix® license is exchanged (see [Exchange of an Informix License \(Trade-up\)](#) on page 9)
- Other (requires appropriate approval and justification)

### APPLICABLE FORM

No request will be accepted without a properly completed "New Activation Key Request Form" (NAKRF), which can be downloaded from the web site at [www.4js.com](http://www.4js.com). Use of any other form will introduce unnecessary delay. This form should be sent by email to [mgtlic@4js.com](mailto:mgtlic@4js.com).

One form is required per request, which must be duly signed.

### REQUIRED INFORMATION

Each request must provide the following information:

Field	Required information
Date	Request date
Request Type	Tick the appropriate box
Software Product & License Type	Tick the appropriate box
Installation Details	Operating system brand/version Database engine Four Js product version Number of users
Current License Number	Fill in one character per box Specify whether the license is under a maintenance contract
Company Details	Name Contact name Email address Telephone number
Distributor Details (VAR, Distributor, OEM, or Four Js subsidiary)	Name Contact name Email address Telephone number
End User Company Name	If not already provided
Comments	If request is non standard

All of the above information is necessary to ensure prompt dispatch of the license. Any variance from the above will introduce unnecessary delays and may even provoke the cancellation of the request.

## SENDING THE REQUEST

Who can request a modification to a license?

- An end-user can make a request directly.
- A VAR, distributor, or subsidiary can make a request on behalf of an end-user.

Where should the request be sent?

- **If** the customer has no licenses in stock:
  - To the license management team
  - By email to [mgtlic@4js.com](mailto:mgtlic@4js.com)
- **Else** to your Sales Department

## REQUEST TYPES

### Authorized

- Reinstallation of a license due to hardware or operating system modification
- Reinstallation of a license after a system crash
- Increase the number of users on an existing license (order required if no stock)

### Conditional

- Existing license **USER INCREASE**; the maintenance status of the license increase **MUST** be identical to the existing license. It is not possible to add users with maintenance, to a license without maintenance and vice versa.
- Existing license **UPGRADE**; the license **MUST** be under maintenance
- Existing license **CANCEL**; the license **MUST** never have been activated
- Existing license **SPLIT**; the license **MUST** be under maintenance and the end-user name **MUST** remain the same. This prevents end-user licenses from being transferred or traded between companies.
- Existing licenses **MERGE**; both licenses **MUST** be under maintenance and the end-user name **MUST** be the same. This prevents end-user licenses from being transferred or traded between companies.
- Exchange existing INFORMIX® license **TRADE-UP**:
  - The Informix® license **DOES NOT NEED** to be under maintenance
  - The end-user **MUST** provide a **proof of purchase** (see [appendix](#)):
    - Either an original **Informix® License Card** or
    - A copy of the **IBM/Informix®/VAR** invoice to the end-user
    - If neither of the above are forthcoming, then prior approval to submit a **Certificate of Ownership** must be sought from the Financial Director
  - The end-user **MUST** submit a **Certificate of Destruction** for the replaced Informix® licenses.
  - All new Four Js licenses issued via a Trade-up must be ordered with maintenance.

### Prohibited

- **If** license not under maintenance, **then** no modifications **except**:
  - Reinstallation on the same hardware and operating system
  - User count increases to original version of license
- Decrease in the user count of a license
- Stock returns of activated (used) licenses

**Important:** Exceptions to the above require prior approval of the Chief Operating Officer.

### LICENSE SHIPMENT

All license shipments are sent by default electronically via email.

### COMPLIMENTARY INFORMATION

All requests for complimentary information should be made to the World Wide Sales Order Processing Centre (Paris).

All requests concerning technical problems such as downloading, installation, or license usage should be made to the World Wide Technical Support Centre.

## Request to withdraw a license from stock

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A customer may wish to purchase a stock of licenses in order to benefit from lower pricing. Licenses are withdrawn from the customer's stock and the request is made directly with the license management team.

### APPLICABLE FORM

No request will be accepted without a properly completed "**License Withdrawal Form**" (LWF), which can be downloaded from the web site at [www.4js.com](http://www.4js.com). Use of any other form will introduce unnecessary delay. This form should be sent by email to [mgtlic@4js.com](mailto:mgtlic@4js.com).

One form is required per request, which must be duly signed.

### REQUIRED INFORMATION

Each request must provide the following information:

Field	Required information
Date	Request date
Your Details	Name Company Telephone number Email address
Original Purchase Order	Date Reference Product purchased
License Details	Customer End user (if not the same as customer) Number of users requested Operating system brand/version Database engine brand/version Four Js product version
Software Product & License Type	Tick the appropriate box
Notes	If request is non standard
Customer signature and company stamp	In the reserved box

All of the above information is necessary to ensure prompt dispatch of the license. Any variance from the above will introduce unnecessary delays.

### SENDING THE REQUEST

Who can request a stock withdrawal?

- An end-user can make a request directly.



- A VAR, distributor, or subsidiary can make a request on behalf of an end-user.

Where should the request be sent?

- To the license management team

How should it be sent?

- By email to [mgtlic@4js.com](mailto:mgtlic@4js.com)

## LICENSE SHIPMENT

All license shipments are sent by default electronically via email.

## COMPLIMENTARY INFORMATION

All requests for complimentary information should be made to the World Wide Sales Order Processing Centre (Paris).

All requests concerning technical problems such as downloading, installation, or license usage should be made to the World Wide Technical Support Centre.

# Exchange of an Informix® License (Trade-up)

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Customers may trade up existing licenses purchased from Informix® and benefit from lower license prices. Maintenance prices remain unchanged.

There are two possibilities:

- The license purchased from Informix® is for **Dynamic 4GL** (D4GL). Because Informix® Dynamic 4GL was developed by Four Js, this license exchange may occur free of charge on condition that one year's maintenance is purchased with the trade-up.
- The license purchased from Informix® is for **Informix® 4GL** (I4GL). In this case a reduced rate for the license applies according to current Four Js pricing practises on condition that one year's maintenance is purchased with the trade-up.

**Important:** A request for a trade-up license **MUST** be accompanied with the appropriate proof of purchase:

- Either scan and email the original License Card (see [appendix](#)) and send via mail
- Or scan and email a copy of the License Card with a copy of the IBM/Informix/VAR invoice (see [appendix](#)) displaying:
  1. The Informix® License Number being replaced
  2. The number of users licensed
  3. Whether maintenance was purchased
  4. The end-user's name
  5. The VAR/distributor/channel partner's name
- In the event that the above is not forthcoming, then prior approval to submit a Certificate of Ownership must be sought from the Financial Director. A Certificate of Ownership is only valid if signed by an officer of the company (CIO, CEO, CFO, COO or equivalent level of seniority).
- The end-user **MUST** submit a Certificate of Destruction for the replaced Informix licenses. A Certificate of Destruction is only valid if signed by an officer of the company (CIO, CEO, CFO, COO, or equivalent level of seniority).

This measure ensures that the customer owns the number of licenses being requested and is entitled to the Trade-up. In the case of a D4GL Trade-up, the license is free when accompanied by an order for one year's maintenance. In the case of a I4GL Trade-up, the license is charged at a reduced rate and maintenance is optional. All licenses are exchanged on a ONE-FOR-ONE basis. Add-on or incremental licenses may be purchased at standard prices.

Requests for license exchanges omitting the above information will be refused unless prior approval from the Chief Operating Officer has been granted.

**APPLICABLE FORM**

No request will be accepted without a properly completed "New Activation Key Request Form" (NAKRF), which can be downloaded from the web site at [www.4js.com](http://www.4js.com). Use of any other form will introduce unnecessary delay. This form should be sent by email to [mgtlic@4js.com](mailto:mgtlic@4js.com).

One form is required per request, which must be duly signed.

**REQUIRED INFORMATION**

Each request must provide the following information:

Field	Required information
Date	Request date
Request Type	Tick <b>Exchange Informix License</b>
Software Product & License Type	Tick the appropriate box
Installation Details	Operating system brand/version Database engine Four Js product version Number of users
Current License Number	Fill in one character per box Specify whether the license is under a maintenance contract
Company Details	Name Contact name Email address Telephone number
Distributor Details (VAR, Distributor, OEM, or Four Js subsidiary)	Name Contact name Email address Telephone number
End User Company Name	If not already provided
Comments	If request is non standard
Order	Maintenance order (if D4GL) Trade-up license order (if I4GL)
Proof of purchase	Original license Copy of IBM/Informix® invoice

All of the above information is necessary to ensure prompt dispatch of the license. Any variance from the above will introduce unnecessary delays.

## SENDING THE REQUEST

Who can request a Trade-up license?

- An end-user can make a request directly.
- A VAR, distributor, or subsidiary can make a request on behalf of an end-user.

Where should the request be sent?

- To the license management team

How should it be sent?

- By email to [mgtlic@4js.com](mailto:mgtlic@4js.com)

## LICENSE SHIPMENT

All license shipments are sent by default electronically via email.

**Important:** The exchange of one Informix® license for one Four Js license shall be strictly adhered to.

## MODIFICATION

The exchanged license is a standard Four Js license and may thus be modified according to the rules laid down in [Request to modify a license](#) on page 5.

## COMPLIMENTARY INFORMATION

All requests for complimentary information should be made to the World Wide Sales Order Processing Centre (Paris).

All requests concerning technical problems such as downloading, installation, or license usage should be made to the World Wide Technical Support Centre.

# Request for a backup license

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A Backup license is a duplicate license installed on a "mirror" machine for secure installations requiring fault-tolerant or fail-over configurations. Backup licenses are mirrors of each other and **MUST** have an equal number of users and be of the same version.

## APPLICABLE FORM

No specific form is required for this request. The end-user **MUST** make the request in writing and on company letterhead paper. The letter should be addressed to the World Wide Sales Order Processing centre in Paris and specify that the license will only be used as a backup in the event of a system failure.

## REQUIRED INFORMATION

Each request must provide the following information:

Field	Required information
Date	Request date
Request Details	Reason for request Requested product(s) Existing user license number Operating system with version number Database version

Field	Required information
	Requested Four Js product Number of users
Company Details	Name Contact name Email address Telephone number
Distributor Details (VAR, Distributor, OEM, or Four Js subsidiary)	Name Contact name Email address Telephone number

All of the above information is necessary to ensure prompt dispatch of the license. Any variance from the above will introduce unnecessary delays.

### SENDING THE REQUEST

Who can request a Backup license?

- An end-user can make a request directly.
- A VAR, distributor, or subsidiary can make a request on behalf of an end-user.

Where should the request be sent?

- To the license management team

How should it be sent?

- By email to [mgtlic@4js.com](mailto:mgtlic@4js.com)

### LICENSE SHIPMENT

All license shipments are sent by default electronically via email.

### MODIFICATION

Backup licenses are mirrors and as a result are identical in their user count and version number. No action can be made to modify one license without the other.

### CANCELLATION

Requests to cancel backup licenses should be sent by email to [mgtlic@4js.com](mailto:mgtlic@4js.com).

### COMPLIMENTARY INFORMATION

All requests for complimentary information should be made to the World Wide Sales Order Processing Centre (Paris).

All requests concerning technical problems such as downloading, installation, or license usage should be made to the World Wide Technical Support Centre.

# Request for a consultant

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All requests for consultants or system engineers need a formal demand describing the need, objective, timeframe, and skill-set of the resource required.

## APPLICABLE FORM

No request will be accepted without a properly completed "**Intervention Request Form**" (IRF), which can be obtained from the technical resource. Use of any other form will introduce unnecessary delay. This form should be sent by email to [training-sxb@4js.com](mailto:training-sxb@4js.com).

One form is required per request, which must be duly signed.

## REQUIRED INFORMATION

Each request must provide the following information:

Field	Required information
Customer Details	Company Name Contact Name Full Address Email Phone
Purpose	Tick the appropriate box
Objective	Describe objective(s) and expected outcome of intervention
Place	Tick the appropriate box
Miscellaneous	Date agreed upon Amount to be invoiced Who pays travel expenses?
Notes	If request is non standard
Company Stamp and Signature	In the reserved box when intervention has finished

Any variance from the above will introduce unnecessary delays.

## SENDING THE REQUEST

Who can request an intervention?

- An end-user, VAR, or distributor can make a request to the local sales representative.

Where should the request be sent?

- To the local Financial Controller deploying the resource.

How should it be sent?

- By email to [training-sxb@4js.com](mailto:training-sxb@4js.com)

### ORDER CONFIRMATION

When the order has been confirmed, the local support manager will contact the requester in order to confirm:

- Which engineer will intervene
- The objectives of the intervention
- The logistical details including costs, convenient dates and times

Confirmation will be made via email.

### END OF MISSION

When the mission is complete, the customer will sign the "**Intervention Request Form**" presented by the engineer.

### COMPLIMENTARY INFORMATION

All requests for complimentary information should be made to the World Wide Technical Support centre (Strasbourg).

## Lapsed Maintenance

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Software maintenance is an optional sales item, which provides access to technical support and updates/upgrades to the Licensed Software. The fee is renewed annually. If the end-user elects not to renew software maintenance or did not purchase it in the first place, the license is recorded as being without maintenance and is given a "Lapsed" status.

If a customer wishes to renew or "True-up" a "Lapsed" maintenance license, this is possible under the following conditions:

1. All maintenance arrears (indivisible years where no maintenance was purchased) must be settled. At the Regional Manager's discretion, the number of lapsed years can be negotiated as one year.
2. The current year must be purchased.
3. At the discretion of the Regional Manager, a 25% penalty on the arrears amount may be applied.

This measure is to encourage customers to purchase maintenance at the moment of the License sale and to reward those customers that see the value in doing this. Customers that expect to jump on the maintenance bandwagon only when they need it, will quickly understand that this is not to their financial benefit.

Concessions to this policy can be made with prior approval from the Chief Operating Officer.

### Example

End-user "X" purchased a 32-user license in May 2016 without maintenance and now wishes to enter maintenance. The True-up fee is as follows:

The maintenance has lapsed for 4 years, therefore the arrears are  $4 \times 32 \times \$60 = \$7,680$ .

The current maintenance for 2020 is  $32 \times \$60 = \$1,920$ .

The arrears penalty is  $25\% \times \$7,680 = \$1,920$ .

The total amount due is \$11,520.

## Appendix: Proofs of purchase

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**KEEP THIS CARD FOR  
YOUR PERMANENT RECORD**

**Informix®  
SOFTWARE**

Part: 100-17871-202010-1  
Product: INFORMIX DYNAMIC 4GL  
Version: 3.10.UC1  
License S/N: FJC#K107327  
Install S/N: FJC#K107327  
Key: Z4LEBCUULV4L

Old Expire: 12/31/1989  
Expires: 01/01/4000  
Old Users: 1  
Users: 1  
License Type: DEVELOPMENT  
Media #: 110178712000041  
Load Line: See Installation Instructions  
Web Install: <http://www.informix.com/keyissue>  
For Use On: IBM  
RS6000 MODELS  
AIX 4.3.3



The information listed above may be needed when installing your software. The installation instructions will prompt you to enter the above information at the appropriate time, if required.

Please detach this label and apply it to the Customer Card prior to returning the card to Informix.

000-3202D (9/00)

Figure 1: Sample Informix® License Card Original

\*\*\*\*\*  
 \* INVOICE \*  
 \*\*\*\*\*

NO. SA-203218

ABC INFORMATION SYSTEMS  
 32450 Blue Sky PKWY  
 Paris, TX  
 Tel: 973-245-5642 Fax: 973-245-5643

PAGE : 2  
 09/29/97

\*\*REPRINT\*\*

TERMS: NET 10

SOLD TO:

SHIP TO:

ACME Car Rentals  
 32450 Car Rental Bvd  
 Austin, TX  
 Tel: 971-345-3215 Fax: 971-345-3216

ACME Car Rentals  
 32450 Car Rental Bvd  
 Austin, TX  
 Tel: 971-345-3215 Fax: 971-345-3216

CUSTOMER SLM P.O. NUMBER SHIP VIA SHIPPED F.O.B. ORDER#  
 MCFRES SST PER SCHEDULE A UPS GROUND 09/29/97 WESTON WHSE 204072

QT/ORD	QT/SHIP	U/M	ITEM NUMBER / DESCRIPTION	WHS	PRICE	EXTENSION	
1.0000	1.0000	EA	753902	01	0.000	0.00	
			SCO UNIX OPENSERVEN ENTERPRISE R.5.04 - 10 USER ADD-ON				
			SERIAL # 2BC016165				
1.0000	1.0000	EA	757997	01	1,870.000	1,870.00	
			INFORMIX 4GL RUNTIME - CLASS D - 16 USER				
			SERIAL # AAC#C179317				
1.0000	1.0000	EA	750000	01	2,170.000	2,170.00	
			INFORMIX SE RUNTIME - CLASS D - 16 USER				
			SERIAL # AAC#C179320				
1.0000	1.0000	EA	758007	01	995.000	995.00	
			MULTI SESSION SOFTWARE - 16 USER				
			SERIAL # JSB015104				
1.0000	1.0000	EA	758300	01	385.000	385.00	
			REMOTE CONTROL SCREEN UTILITY				
5.0000	5.0000	EA	513100	01	72.000	360.00	
			TERMINAL EMULATION SOFTWARE-NECESSARY FOR				
			CUSTOM SOFTWARE				
6	6	HR	411010	01	110.000	7,040.00	
			CUSTOM SOFTWARE - SEE SCHEDULE C				
			SOFTWARE SERVICES				
8	8	HR	411003	01	100.000	8,000.00	
			SOFTWARE IMPLEMENTATION, TRAINING & PROJE				
1.0000	1.0000	EA	411003	01	1,000.000	1,000.00	
			SOFTWARE SET-UP				
			INCLUDES LOADING AND CONFIGURATION OF THE FOLLOWING S/W:				
			SCO UNIX, INFORMIX, FDX APPLICATION S/W,				
			MULTITASKING S/W, REMOTE CONTROL S/W				
			SUBTOTAL AMOUNT				41,585.00
			TOTAL INVOICE AMOUNT				41,585.00

Figure 2: Sample Invoice Copy



## COMPANY LETTER HEADED STATIONARY

**AFFIDAVIT  
CERTIFICATE OF OWNERSHIP**

To whom it may concern,

I the undersigned, being duly sworn upon oath, depose and say that COMPANY is the owner of software license(s) listed in the table below.

<b>Licensed Product Description</b>	<b>License Key</b>	<u>Licensee Company Name</u>
Ex: Informix 4GL Runtime	AAC#C179317	ACME Car Rentals
Informix Dynamic 4GL	FJC#K107327	ACME Car Rentals
BDS Deployment License	FAB#AAQ003XM	ACME Car Rentals

Said software license(s) was lawfully acquired and that at the date hereof, is clear and free of any claims, liens, or encumbrances upon or against the same or to COMPANY's ownership thereof.

COMPANY agrees to defend and indemnify Four J's Development Tools for any third party claims of ownership against it, whether actual or alleged, arising from this affidavit.

By signing this Certificate, I certify that the above statements are true and that I am duly authorized to represent COMPANY.

IN WITNESS WHEREOF, this instrument has been executed and delivered to Four J's Development Tools Ltd. on this \_\_\_\_\_ day of MONTH, YEAR.

Signature	
Print Name	
Title	
Company Name	
Company Address	
Phone Number	
Email	
Date	

Figure 3: Sample Certificate of Ownership

## COMPANY LETTER HEADED STATIONARY

**AFFIDAVIT  
CERTIFICATE OF DESTRUCTION**

To whom it may concern,

I the undersigned, being duly sworn upon oath, depose and say that COMPANY has de-installed and destroyed all electronic media copies and backups of the software product(s) (Licensed Product(s)) owned by COMPANY and listed in the table below:

Licensed Product Description	License Key	Licensee Company Name
Ex: Informix 4GL Runtime	AAC#C179317	ACME Car Rentals
Informix Dynamic 4GL	FJC#K107327	ACME Car Rentals
BDS Deployment License	FAB#AAQ003XM	ACME Car Rentals

Said software license(s) was lawfully acquired and that at the date hereof, is clear and free of any claims, liens, or encumbrances upon or against the same or to COMPANY's ownership thereof.

COMPANY agrees to defend and indemnify Four J's Development Tools for any third party claims of ownership against it, whether actual or alleged, arising from this affidavit.

By signing this Certificate, I understand that I no longer have the right to use the aforementioned Licensed Product(s), nor receive service or maintenance on it, that the above statements are true and that I am duly authorized to represent COMPANY.

IN WITNESS WHEREOF, this instrument has been executed and delivered to Four J's Development Tools Ltd. on this \_\_\_\_\_ day of MONTH, YEAR.

Signature	
Print name	
Title	
Company Name	
Company Address	
Phone Number	
Email	
Date	

Figure 4: Sample Certificate of Destruction