

OWNx 2FA Reset Policy
Adopted 2018-04-01

Concerning all OWNx accounts in which the account holder has enabled two-factor authentication and in which the account holder later requests help accessing the account and/or requests two-factor authentication be disabled, the account holder will be required to submit notarized paper documents via mail.

Government issued photo ID from group 1 is required. In addition, please select at least one supporting document from group 2.

PLEASE NOTE If the address on your US Government-Issued photo ID does not match the address on file with us, then you must present more than one document from group 2 to support the address we have on file. Please contact us with questions before notarizing.

Group 1: **Required:**

- Copy of any non-expired, valid, US Government issued photo ID clearly showing the face, name, and address. **The address must match the address on file with OWNx.** If it does not match, please see note above.

Group 2: Supporting Documentation, please select one or more:

- **Certified** copy of birth certificate
- Utility Bill
- Voter registration
- Copy of Social Security Card
- Bank Statement of the bank account currently in use on the OWNx website - showing address matching the address on file with OWNx.
- Most recent tax return
- Military Orders/Documents;
- Housing lease or contract, mortgage statement, property or income tax statement;

OWNx 2FA Reset Affidavit

State of _____

County of _____

I, _____, swear and affirm, under penalty of perjury,
Printed OWNx client name

that the attached is a true and complete copy, or certified copy, of

(description of attached documents)

made by me, and that any photocopied document is not a vital record, a public record, or a publicly recordable document. Certified copies may be obtained from an official source other than a notary public.

Signature: _____

Printed Name: _____

Date: _____

Sworn and affirmed and subscribed before me this _____ day of _____, _____,

by _____
Printed OWNx client name

----- Notary Signature and Seal Below -----