To: Dan <dan.yacker@espressive.com>

CC: <XXXXXXXXXXXX>

Subject: Espressive <Account Name>

Hi Dan,

Please Spin up of Tenant for <Name of Account>

Where is account headquarter location: <city/state/country>

Number of Active IT Users at account: <##,###> Users

Tentative Go-Live Date:  <DD/MM/YYYY>

Which Tenants are required:  <Dev, Test, Prod>

The customer tenant names should be:

Development Tenant: <customernamedev.espressive.com>

Test Tenant: <customernametest.espressive.com>

Production Tenant: <customername.espressive.com>

Lead consultant name and email is <Lead Consultant Name and email>

Best,