

Point-of-Contact Solution Description:

Subsentio's Point-of-Contact (POC) Solution relies on the client to provide subscriber and transactional data to authorized Subsentio staff upon request. A client employee or team of employees will need to be identified as the "Point-of-Contact". Subsentio's staff will interface with these employees to obtain subscriber and/or transactional data and arrange this information into a clear, standard format familiar to law enforcement and other requesting parties. Subsentio will be responsible for review of the legal request and production of records to the requesting party. We will respond to calls, emails, and other correspondence from the requesting parties on the client's behalf, addressing any questions or concerns. We will retain historical records to ensure our clients can prove all legal requests have been appropriately handled. Our process management procedures provide automated generation of email and postal responses to legal requests and comprehensive reporting and analytics.

Client Assumptions for Point-of-Contact Solution:

Client will provide an employee or team of employees to provide responsive subscriber and/or transactional data upon request.

Legal Demand Description:

A legal demand (subpoena or court order) is a document that requires a witness to appear at a particular time and place to testify or produce records in lieu of appearing. This may be either in reference to a civil or criminal proceeding. Upon receipt of a request, you may email a copy to rp@subsentio.com, fax at 703-953-3643 or mail to Subsentio 14900 Bogle Dr., Suite 101 Chantilly, VA 20151.

Regular Business Contact Information	Emergency Contact Information
Main: 877-510-4357 (Opt. 2)	Main: 877-510-4357 (Opt. 1)
Fax: 703-953-3643	Fax: 703-953-3661
Email: RP@subsentio.com	
Mailing Address	
Subsentio, LLC Attn: Records Production 14900 Bogle Drive Suite 101 Chantilly, VA 20151	