



## Digital Research Room Activation and Renewal

Today's Date:

*Please print legibly:*

Name of Agency/Account Name:

Desired User Name:

Desired Password:

*(The same user name and password can be used for multiple staff)*

Contact Name:

Contact Email:

Billing Address:

Telephone:

I would like my subscription to be:

Monthly - \$50

Quarterly - \$150

Bi-Annually - \$300

Annually - \$600

Subscription fees are payable by cash, check (please include your phone number on your check), or money order. If you prefer to pay via credit card, please contact Heather at 541-774-6129 or [simpsohp@jacksoncountyor.gov](mailto:simpsohp@jacksoncountyor.gov).

I understand that:

1. Renewal notices will be sent by email.
2. Renewal fees must be received prior to the expiration date to avoid a deactivation of systems access.
3. No refunds of subscription fees will be issued.
4. It is the County Clerk's discretion to continue availability of this program in the future.

I accept all terms stated above:

Print Name:

Signature:

Please return this completed form, along with your payment, to:

Jackson County Clerk  
Attn: Heather Simpson  
10 S. Oakdale Room 114  
Medford, OR 97501  
541-774-6129

[simpsohp@jacksoncountyor.gov](mailto:simpsohp@jacksoncountyor.gov)