



EQUINIX

Data Sheet  
Digital Letter of Authorization

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# Rapid, Trusted, Automated Authorization System

Connect to partners faster and more efficiently with enhanced security

## Easily facilitate your connection opportunities

Manual Letter of Authorization (LOA) creation can slow down communication between partners and cause misinterpretation issues. Digital LOA secures assets for desired connection, verifies data, and simplifies communication between peers.

### Benefits

#### Reduction of data errors and busy port issues

Data provided in Digital LOA is verified by Equinix and provides direct allocation of customer's assets.

#### GUI and API-based communication

LOA can be created faster and more efficiently.

#### Seamless management of LOAs

LOAs can be viewed and managed via the LOA manager

#### Fully automated communication between peers

LOA is sent automatically to ordering counterparty.

#### No changes to order process for A-side customer (ordering counterparty)

LOAs can be used in cross connect ordering the same way it is used today.

#### Port reservation on LOA creation

LOAs during its creation reserves ports on assets used in process. That gives you certainty that your partner will easily create order based on LOA

#### Security

LOA gives you assurance of security. Only eligible A-side customers will be able to use in in cross connect ordering

## Use Cases

### LOA Creation

Process leverages GUI-based form or API communication, with automatic PDF generation compatible with Equinix naming convention of physical assets in IBXs

### Resend message

On-demand communication with ordering counterparty

### Change receiver's e-mail

On-demand communication to update order counterparty with receiver e-mail change

### 2-step authorization process

After addition of unrecognized partner full authorization will take place. Process is easy, based on email communication and ECP authorization.

### Automatic expiration

When expiration date will be exceeded DILOA will change its status into Expired which will free up the ports. This means better management of the assets

### Cancellation

When LOA is ready for use it can be cancelled by its creator. It will free up the ports