

# Designate Admins in Your Enterprise

Change ownership of an Enterprise.

**Who Can Do This:** Only Enterprise Owners have authority to change ownership of the Enterprise.

To change ownership of your Enterprise:

- 1 **Begin the process** in one of the following ways:
  - Log into your Enterprise Admin profile and [contact us in Pipeline](#).
  - [Send us an email](#) from the email address associated with your Enterprise Admin profile.
- 2 Once the form has been submitted, we will reply with the next steps in the process.

## Add / Remove Enterprise Admin(s)

Add or remove Enterprise Admins to allow them to oversee and manage all aspects of accounts within the Enterprise.

**Who Can Do This:** Enterprise Admins have the ability to add or remove other Enterprise Admins.

To add or remove an Enterprise Admin:

- 1 **Begin the process** in one of the following ways:
  - Log into your Enterprise Admin profile and [contact us in Pipeline](#).
  - [Send us an email](#) from the email address associated with your Enterprise Admin profile.
- 2 Once the form has been submitted, we will reply with the next steps in the process.

## Designate Master Admin(s) for an Individual Account

Designate Master Admins to grant them oversight and control over all aspects of an individual account, including unrestricted access to all data, the authority to manage account settings, and more.

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**Who Can Do This:** Enterprise Admins and Master Admins have the ability to designate additional Master Admins for an individual account.

To designate an individual account's Master Admin(s):

- 1 **Access the account** for which you want to appoint a Master Admin.
- 2 **Grant Master Admin permission as normal.** [Learn how →](#)