

RSA01

TOLL FREE NUMBER PORTING LETTER OF AUTHORIZATION RESPONSIBLE ORGANIZATION CHANGE

Name:	
Company Name*:	
Email address:	
Billing Address*:	
City*:	
State*:	
Zip Code*:	
Contact Name:	
Title:	

* Customer name and billing address must reflect the customer name and address on record with the current Toll-Free Carrier. Consult your current phone bill if necessary.

Toll Free Number	Corresponding Local Number	Current Toll Free Carrier

I hereby authorize Mitec Solutions/Voice Telco Services to act as the Responsible Organization ("RespOrg") for the listed toll free (8XX) number(s) and to arrange with my existing carrier or RespOrg for immediate transfer of each such number. I also designate Mitec Solutions/Voice Telco Services, (RespOrg ID: RSA01) to provide toll free service for the toll-free number(s) listed above and agree to the terms of the Client Agreement and Order Form.

Name: (Please print)	
Signature:	
Date:	

NOTE:

Your current phone service provider will not allow the port of your toll free numbers to Mitec Solutions/Voice Telco Services without authorized signature from an account owner or administrator shown in their records for this account. By filling in the Signature field above, you agree to use an electronic document and an electronic signature. You understand that electronic signatures are legally binding in the United States and other countries. A faxed copy of the signature will be considered an original.

NOTE:

To assist with expediting your order, please attach a copy of your most recent bill from your current toll free carrier. Please be sure that your name and address, along with the toll free number that is being ported, are printed on your bill.

FAX:

EMAIL:

INSTRUCTIONS FOR PARTNERS:

(Please remove this page before sending form to customer)

Thank you for your choice in porting your customer's current toll free telephone number(s) to us. We ask that you please read and follow all instructions on this form, so we may port their current number(s) to our service.

- Ensure that an order has been created for this opportunity, and that you have received an email with the account information and the Footprints case for the opportunity. An LOA form will have been sent to you as part of the email messaging if numbers have been requested to be ported.
- Please ensure that all information provided to Intermedia (name, address and phone number) on this form EXACTLY matches the information on your customer's current local telephone bill.
- Please return the completed and signed form and a copy of the customer's MOST RECENT toll free number telephone bill via one of these methods. The bill must show their name, billing and service addresses, all toll free telephone numbers they wish to port, and the name of their current telephone provider.
 - Fax: 877-210-4015
 - Reply to the Footprints case email and attach the two documents to the email message
 - Email the documents to your sales support team

If faxing or emailing, please note the FootPrints case associated with this request in the communications