

Letter of Authorization (LOA)

Thank you for your choice in porting your current telephone number(s) to us. We ask that you please read and follow all direction on this form, so we may port your current number to our service. Please note that the Local Number Portability (LNP) process could take at least 21 business days, as your current telephone provider releases your number.

Please make note of the instructions below. By doing so we can expedite and ensure a smooth process in your number transfer over to us:

- Please ensure that all information provided to us (name, address and phone number) on this form **EXACTLY** match the information on your current local telephone bill.
- Please **DO NOT** contact your current services provider to disconnect service, as this will void this process. You must keep service until the process is complete.
- Please also **DO NOT** make any changes to your current account with the provider as it could cause complications.
- Please ensure that your account balance and any outstanding charges **ARE** paid off with your current provider.
- Please **DO NOT** port any number if you have DSL on that line, as you will lose your DSL services.
- Please note that by porting this number current 911 services are **NOT** carried over.
- Please fax over your **most recent** local telephone bill with this form. The bill must show your name, address, telephone number, as well as the telephone provider you are currently with.

I would like to transfer the following number(s):

() _____ - _____ (BTN) Current Telephone Provider: _____

() _____ - _____ () _____ - _____ () _____ - _____

() _____ - _____ () _____ - _____ () _____ - _____

() _____ - _____ () _____ - _____ () _____ - _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

By signing this letter, you authorize Faxmicro, a messaging services provider, and ACCESSLINE COMMUNICATIONS CLEC to communicate with your current telephone provider in an effort to port your number(s). There will be a \$25 one time fee for this service. Please fax to 877-825-1868.

(print name)

(sign here)

(date here)