

# LETTER OF AUTHORIZATION

Dear CommSpeed Customer:

Thank you for choosing CommSpeed VoIP Broadband Phone Service!

Local Number Portability (LNP) allows you to move your current telephone number from your current telephone service provider to CommSpeed. Your current provider requires this Letter of Authorization as proof that you have explicitly requested and authorized to have your telephone number transferred to another provider. By submitting this form, you authorize CommSpeed to initiate the process of transferring your telephone number away from your old provider. After the transfer is complete, your transferred telephone number will ring your phone via your new CommSpeed VoIP service. Once this form has been signed and submitted to CommSpeed, LLC, the number porting process CANNOT BE STOPPED.

The process of transferring your number can take up to 10 business days to complete, during which time we may or may not be able to obtain status updates from your current provider regarding the status of the transfer. While the transfer is being scheduled, your current telephone service and your CommSpeed service will not be interrupted. DO NOT CANCEL SERVICE FROM YOUR OLD PROVIDER UNTIL THE NUMBER TRANSFER IS COMPLETE, doing so may result in loss of phone service until the number has successfully ported over to CommSpeed. Once the change has taken place, calls to your current telephone number will ring your phone via your new CommSpeed VoIP service. Canceling your CommSpeed service after submitting this form and before your number port is complete WILL result in losing your phone number.

If you have ANY additional services on your existing line (other phone numbers, toll-free numbers, Centrex services, etc) we may not be able to port your number. You must remove any additional services on that number and wait AT LEAST two weeks before submitting this form to CommSpeed.

## IMPORTANT

Please DO NOT submit any service change orders on your current phone number to your current provider. Doing so will delay or cancel this transfer.

### ALL FIELDS ARE REQUIRED

*The name you enter below MUST BE the name the phone number is officially under with your current provider (you, spouse, business, etc).*

First Name:

Last Name:

Address:

City, State:

Zip:

Current Telephone Provider:

Current Provider Account Number:

**Phone Number to Transfer:**

By signing below, I designate CommSpeed, LLC. or its designated agent to transfer my service from my current provider to CommSpeed. By signing below, I also authorize CommSpeed, LLC or its designated agent to transfer my current telephone number(s) so that CommSpeed may provide its service. By signing below, I also authorize CommSpeed, LLC. or its designated agent to obtain billing information, customer service records, and other network information required to provide me with CommSpeed service. I understand that I may consult with CommSpeed, LLC. as to whether a fee will apply to the change.

---

Print Name

---

Signature

---

Date