



LETTER OF AGENCY CHANGE OF RESPORG

The undersigned customer hereby appoints Initiatel, LLC to act as its authorized agent for all matters pertaining to the telephone number(s) listed below. This agency includes, without limitation, the ordering or rearrangement of service, assignment of primary carrier service requests, disconnection of service and other requests as deemed necessary by Initiatel, LLC to implement the services ordered. The signer warrants that he/she is an authorized signatory for the company.

IMPORTANT NOTE: This form must match the existing customer record with your current phone company or the port will be rejected. Please consult a current bill for this information, or contact your carrier and request a CSR (Customer Service Record).

You **must** use a separate copy of the form for each phone company we are porting from, and each company name or address that is being ported. Use a separate form for local and toll-free numbers.

If the service address and billing address are different, enter the service address below and notify us of the difference when you send in the form.

Company name: _____ Address: _____

Suite/other: _____ City: _____ State: _____ Zip: _____

Name of Authorized Signer: _____ Title: _____

Signature: _____ Date: _____

Current phone company: _____ Account number: _____

Enter the phone numbers to be ported below. If we are porting a contiguous range, you may enter it that way. For example: 6025551000-1019. Please enter only numbers unless it's a range. Do not use punctuation or letters within a number. You may also use a CSV file to submit numbers to us. In that case, enter just the main billing number here.

Desired port date: _____ Service area for toll-free numbers: _____ Current RESPORG ID: _____
Toll-free service areas should be entered using the following two-letter codes: US=US only, XA=US & Canada, XB=US & Caribbean, XC=All areas. Calls outside the selected area will be rejected. Calls from the Caribbean may incur high per-minute charges. Customer is responsible for all calls to their toll-free numbers.