



**LOCAL NUMBER
Letter of Authorization**

Thank you for choosing 800.com as your service provider. As you are aware, you may continue to use your existing telephone number(s) with 800.com service. In order to transition your current telephone number to 800.com, we must work with your previous service provider to ensure that your service is uninterrupted, and where applicable, to ensure that your number is transferred.

Your prior service provider requires this letter as proof that you have explicitly authorized and requested that your service and current telephone number(s) be transferred to another service provider. By filling in all the information requested below, and signing and dating this letter, you provide us with the authorization to initiate the process of transferring your service and telephone number(s) to 800.com.

****IMPORTANT**** Please ensure the following information is completed accurately to help prevent possible delays.
(Note that telephone number(s) listed below must be associated with this Company Name.)

CUSTOMER Company Name: _____

CUSTOMER Name: _____

Street Address: _____

City: _____ State: _____ ZIP: _____

Current Voice Service Provider(s): _____

A bill copy is REQUIRED to authorize ownership of number(s).

I have included a summary copy containing company name and the number(s) owned. Initial _____

Please **TRANSFER** the following number(s) to **800.com**:

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

PLEASE DO NOT PLACE ANY NEW SERVICE ORDERS WITH YOUR CURRENT SERVICE PROVIDER ON THIS ACCOUNT, AS THIS CAN CAUSE A DELAY IN PORTING YOUR NUMBER(S).

By signing below I designate 800.com to transfer my service from my current provider to 800.com. By signing below, I also authorize 800.com to transfer my current telephone number used to provide service so that 800.com may provide its service to me. By signing below, I also authorize 800.com to obtain billing information, customer service records and other network information required to provide me with 800.com service.

Signature: _____ Title: _____ Contact Number: _____ - _____ - _____

By: _____ Date: _____