

# LETTER OF AUTHORIZATION

Dear HTC Communications Customer:

Thank you for choosing HTC Communications Phone Service!

Local Number Portability (LNP) allows you to move your current telephone number from your current telephone service provider to HTC Communications. 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 us to initiate the process of transferring your telephone number to HTC Communications. **Once this form has been sent back to HTC Communications, the number porting process CANNOT BE STOPPED.**

## **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.

## **IMPORTANT**

Please note that once the date is set to port your telephone number to HTC Communications the installation must be done at the time your appointment is set for or you will be without telephone service.

### **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 HTC Communications or its designated agent to transfer my service from my current provider to HTC Communications. By signing below, I also authorize HTC Communications or its designated agent to transfer my current telephone number(s) so that HTC Communications may provide its service. By signing below, I also authorize HTC Communications or its designated agent to obtain billing information, customer service records, and other network information required to provide me with HTC Communications service. I understand that I may consult with HTC Communications as to whether a fee will apply to the change. I understand that this is not considered a lifeline service.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please fax this Letter of Authorization to (712) 752-8280 with the first page of your current provider's bill. You may also email the form to [porting@hospers.com](mailto:porting@hospers.com) or mail to HTC Communications PO Box 142 Hospers, IA 51238. We must have the form in hand before we can begin the porting process. The bill must clearly show your name, phone number, address, account balance and the carrier's name. The bill MUST NOT be more than 30 days old.**

## Long Distance Carrier Service Order

I don't want any long distance service

I would like the following CIC code \_\_\_\_\_

HTC Global Reach \_\_\_\_\_ .14/min. or \_\_\_\_\_ 3.95/month .10/min. - rates are for the continental U.S. International rates available upon request.

Advanced Telecom Network

American Tel Group

Amerivision Communications

AT&T Communications

Cable & Wireless Comm. Inc.

Century Telecommunications

CST Communications

Etc. Inc.

Firstel

Fmtc Ld Inc.

Global Crossing

Verizon Communications

IBM Global Services

Iowa Network Services

Long Distance USA

Matrix Telecom

MCI

Midcom Communications

MidCom Communications, Inc.

ONCOR Communications, Inc.

One Star Long Distance

TCC Communications

Telco Communications Group

TMC Long Distance

Touch America

U.S. Sprint

Winstar

Working Assets

Signed \_\_\_\_\_ Date \_\_\_\_\_ Telephone # \_\_\_\_\_

**\*\*Please note that HTC Global Reach will be billed on your monthly HTC Communications statement. All other carriers will send you a bill directly. You must contact the carrier you want and set up an account with them to avoid casual billing at much higher rates. Please call if you need a carrier's phone number or it would be available on the carrier's website.**