



117 Brock St. S
Whitby ON L1N4J8
Tel: 647-367-8670 | 855-367-8670
Fax: 647-317-1306
info@claritel.ca | www.claritel.ca

Letter of Authorization (LoA) for Local Number Portability

Company #:

Order #: (Internal)

This letter authorizes CLARITEL COMMUNICATIONS COMPANY to act on behalf of,

Billing name of Customer exactly as shown on current telephone company record.

Exact billing address of Customer as shown on current telephone company record.

To act as our agent in the matter of: LOCAL NUMBER PORTABILITY

BILLING TELEPHONE #: _____

NUMBERS TO BE PORTED (Please use a separate LoA for each carrier):

_____, _____, _____
_____, _____, _____

Current Carrier:

Account #:

*****YOU MUST PROVIDE A COPY OF YOUR MOST RECENT TELEPHONE ADDRESS SHOWING THE EXACT INFORMATION PROVIDED ABOVE*****

The process of porting your number(s) can take up to 30 days from the time of submission. A temporary DID will be provided to you for the purpose of forwarding your current number until the port completes. It is you, the Customer's, sole responsibility to ensure the "Call Forwarding" feature is enabled from your current voice carrier AND subsequently activated. The porting process may result in a minor disruption in the Customer's local and/or long distance service. Claritel Communications Company is not responsible for any terms or contracts you may be violating with your current voice carrier by moving numbers via local number portability. Please check with your current voice carrier if you are not sure of your contract terms. It is you, the Customer's, sole responsibility to cancel your account(s)/service(s) with your previous voice carrier, AFTER you receive notification from Claritel Communications Company that your number(s) have been successfully ported. We are not responsible for fees associated with delayed porting times, uncancelled accounts, lost numbers or any action resulting from the premature cancellation of service by the Customer. This letter of authority for LNP supercedes and previously executed. You hereby agree that you understand these terms and authorize Claritel Communications Company to proceed with the portability of your phone number(s) as contained within this form.

Customer Signature

By signing this you agree that you understand and agree to the conditions above and that you are authorized to execute this Agreement and bind your company.

Name:

Title:

Date:

Signature: