



COMPUTER & IT SOLUTIONS

Computer Repair & Sales • Networking  
Broadband Internet • Digital Phone

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**NUMBER PORTING LETTER OF AUTHORIZATION**

Completing the authorization below allows EagleZip.com to transfer (port) your current telephone number from your current service provider to EagleZip.com's Digital Phone Service. It typically takes 2 weeks to complete a number porting request. Any errors or discrepancies in the information provided on this form may cause delays. Additionally, if there are any account changes pending or payment issues with your current service provider those changes or issues will need to be resolved before the porting request can be processed. While most local phone numbers can be transferred from one provider to another, there may be cases where we are unable to port a phone number. In the event that your phone number is not transferable, we will notify you with options regarding your digital phone service.

Your current service provider requires a Letter Of Authorization (LOA) as proof that you have explicitly authorized and requested that your current telephone number be transferred to another service provider. By filling in all fields below and signing and dating this letter, you authorize EagleZip.com and associated service providers to initiate the process of transferring your telephone number(s) so that EagleZip.com may provide you service with the transferred number. You will then be able to use your existing number with your new Digital Phone Service.

**Please clearly fill out the following information using your current provider's bill:**

Account name: Last \_\_\_\_\_ First \_\_\_\_\_

Current Provider (CP) \_\_\_\_\_ CP Account Number \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Number(s) to Transfer: \_\_\_\_\_ email: \_\_\_\_\_

***PLEASE DO NOT PLACE ANY NEW SERVICE ORDERS WITH YOUR CURRENT SERVICE PROVIDER ON THIS NUMBER OR YOUR CURRENT ACCOUNT, AS THIS MAY CAUSE A DELAY OR CANCELLATION IN TRANSFERING YOUR NUMBER.***

***DO NOT CALL YOUR CURRENT SERVICE PROVIDER TO DISCONNECT YOUR SERVICE UNTIL AFTER THE TRANSFER PROCESS IS COMPLETE. EAGLEZIP.COM CAN NOT TRANSFER A NUMBER FROM AN ACCOUNT THAT IS SUSPENDED FOR PAYMENT, NOT ACTIVE, PENDING DISCONNECT, OR HAS BEEN DISCONNECTED OR CLOSED OUT.***

By signing below, I designate EagleZip.com or its designated agent to transfer my service and telephone number(s) from my current provider to EagleZip.com so that EagleZip.com may provide its service. By signing below, I also authorize EagleZip.com or its designated agent to obtain billing information, customer service records, and other network information required to provide me with EagleZip.com Digital Phone Service.

**CUSTOMER ACKNOWLEDGES THAT THE NUMBER PORTING PROCESS CANNOT BE CANCELED FOR ANY REASON ONCE THIS AUTHORIZATION IS SUBMITTED.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**A COPY OF YOUR CURRENT LOCAL PHONE SERVICE BILL MUST ACCOMPANY THIS FORM.**

Scan & E-mail to [sales@eaglezip.com](mailto:sales@eaglezip.com) or FAX to 716-661-3185