



**THE TELEPHONE
COMPANY**

Letter of Agency (LOA) to Transfer Telephone Service

Thank you for choosing The Telephone Company (“TTC”) as your local service provider!

To comply with FCC regulations (47 CFR § 64.1130), **TTC** must obtain permission on a separate document from an authorized contact to work with your existing phone company on completing the requested transfers of service. One LOA is required per main billing account number. Each billing account number must be accompanied with the most recent FULL invoice.

You may continue to use your service as **TTC** works diligently to ensure there are no interruptions. Any fees relating to the transfer will be outlined in your proposal. You may also consult **TTC** for clarification.

Authorized Contact (person who signs form) _____

Contact Telephone _____

Bill Street Address _____ Unit # _____

Bill City/State/Zip _____

Billing Account# _____ Current Service Provider _____

Telephone Numbers To Be Transferred:

You have the option to select your preferred carrier for various call types. By signing this LOA you consent to the following:

- I select **TTC** as the network carrier for all local calls for the numbers identified above.
- I select **TTC** as the network carrier for all intrastate toll calls for the numbers identified above.
- I select **TTC** as the network carrier for all interstate toll calls for the numbers identified above.

CHECK IF APPLICABLE – I select **TTC** as the network carrier for international calls for the following numbers.
Leave spaces blank if all:

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By completing this form, I authorize **TTC** to obtain any information required to provide **TTC** service, and to initiate a transfer of the designated telephone numbers and service from my current provider to **TTC**.

By _____ Date _____
Authorized Signature

Call us at 773-902-0000 or toll-free at 833-TELCO-00 (835-2600) with any questions.