



Local Letter of Agency

Instructions:

- 1. Complete Customer Information Box-Must be completed by the Customer
2. Enter all phone numbers you wish to change carrier assignment. A number must be listed in order to change the carrier assigned to it.
3. Sign the authorization form. Unsigned or incomplete forms will not be processed.
4. Submit the signed original to Randolph Communications.

CUSTOMER INFORMATION
Telephone Number \_\_\_\_\_ Date \_\_\_\_\_
Account in Name of \_\_\_\_\_
Billing Address \_\_\_\_\_
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
Account number with current provider \_\_\_\_\_

CHANGE AUTHORIZATION

I understand that by signing this form, I authorize Randolph Communications to change my local Carrier for my local exchange service, including dedicated Fax and Modem lines, to Randolph Communications for these telephone numbers:

( ) \_\_\_\_\_ - \_\_\_\_\_ : ( ) \_\_\_\_\_ - \_\_\_\_\_ : ( ) \_\_\_\_\_ - \_\_\_\_\_ .

I designate Randolph Communications to act as my agent to make this change. I understand that I may choose only one (1) local company for each telephone number. I understand that there may be a fee for making this change.

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_