

Customer Letter of Authority (CLOA)

for the porting of numbers from one provider to another

Current Reseller		New Reseller	
Name:			
Address:			
Contact Email:			
CUPID / Underlying UK Carrier:			

Site Address to register against numbers		Numbers to be ported (Geo & Non-geo)	Line type (Single/ Multi)
<i>(Use Continuation Sheets for additional numbers and/or sites)</i>			
Building Name/ Number:			
Street name:			
Town/ City:			
Country:			
Post Code:			
MBN - Main Billing Number - if known (Geo only)			

Customer's Details <i>(As shown on most recent bill from current provider)</i>	
Company Name:	
Billing Address:	
Town/ City:	
Country:	
Post Code:	
Company Registration No.:	
Billing Account No. <i>(Non Geo Only)</i> :	

Fao my current provider: - This CLOA is to notify you that I (representing the customer shown below) have taken the decision to move my Telephony services to a new Provider and require the numbers associated with those services to be ported across to my chosen new Provider (stated above), My new Provider is authorised to act on my behalf in this matter & you have my authority to disclose to my new Provider (at their request) only other service or site-specific details they might need to allow this port to proceed (e.g. Site/ Billing address postcode, DDI number range, Main Billing Number (MBN), etc.).

I recognise that it is my responsibility to arrange the cessation of, or changes to, any other services provided by my current Provider.

Requester's Details			
Signed			
Print Name		Job title	
Date (DD/MM/YYYY)		Email	
Validity	This CLOA is valid for 6 months from the above date		
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Customer's Name	
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Additional Sites of Numbers to be Ported <i>(Continuation Sheet)</i>		
Site Address (-es)	Numbers to be ported <i>(Geo & Non-geo)</i>	Line type <i>(Single/ Multi)</i>

Requester's Details			
Signed			
Print Name		Job title	
Date (DD/MM/YYYY)		Email	
Validity	This CLOA is valid for 6 months from the above date		
Page Number		OF	