



## Phone Port Authorization Form

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### Customer Information (As Printed on Current Bill)

Name: \_\_\_\_\_ Business Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

Current Carrier: \_\_\_\_\_ Account #: \_\_\_\_\_ Auth PIN # (if applicable): \_\_\_\_\_

### Setup Information

Phones Lines: \_\_\_\_ Lines @ \$ \_\_\_\_\_ ea.

Phone Port Fee: \_\_\_\_ Ports @ \$ \_\_\_\_\_ ea.

Phones: \_\_\_\_\_ @ \$ \_\_\_\_\_ ea.

Installation Fee: \$ \_\_\_\_\_

Whitepages: Y / N

Voicemail PIN: \_\_\_\_\_

Caller ID: \_\_\_\_\_

### Service Notes

- Phone ports take 5 to 10 business days notwithstanding delays due to additional authorization requests.
- Kayenta Technologies will contact the customer at least one business day before the port to schedule the installation of services. If Customer or Kayenta Technologies is unavailable at the time of port, phone service may be unavailable until an appointment is scheduled and installation is complete.
- Billing of service starts once the number is transferred.
- Cancellation may result in a \$40 charge and must be requested at least 48 hours prior to the scheduled port.

### Authorization

Authorizing party (Customer) agrees to allow Kayenta Technologies, LLC to transfer the following telecommunications services to its preferred carrier. Customer understands that only one preferred carrier can be designated for each type of telecommunications service associated with one number. This authorizes Kayenta Technologies, LLC to act as a communications representative agent when dealing with carriers to transfer phone numbers as necessary. In addition:

- **Customer shall not cancel their existing service** until port has been completed and service is successfully installed.
- Customer acknowledges that phone service will be unavailable if utility power is out.
- Kayenta Technologies is not responsible for E911 service availability due to service outage or incorrect address.
- Customer agrees to have mobile or secondary telephone service for use in the rare event of a service outage.
- Customer certifies that he/she is the authorized signer on the existing telephone account.
- Customer understands that their existing telephone bill must be current for transfer to successfully complete.
- Upon cancellation, Customer agrees to return all related telephone equipment to Kayenta Technologies.
- Customer agrees to pay all applicable additional charges. i.e. International Minutes, Directory Assistance, etc.
- Customer understands that the phone service is for residential use only unless stated as Business.
- Customer agrees to the Kayenta Technologies Master Services Agreement and terms on the Service Order Form.

Authorized Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_