



**LOCAL NUMBER PORTING  
LETTER OF AUTHORIZATION**

By signing this letter, you authorize MTC Cable to communicate with your current telephone provider in an effort to port your number(s).

Please fill in the required information below regarding your account with your current phone service provider information. Refer to your current phone bill or contact your current telephone service provider, if necessary.

|  |   |
|--|---|
| <b>Current Phone Company:</b>  | <b>Account Number:</b>  |
| <b>Type of Account</b> (circle one)<br>Residential / Business  | For wireless home phone systems, please provide PIN or last 4 of SSN: |
| <b>Name on Account:</b>  |   |
| <b>Service Address</b> (must reflect the physical address on record with your current phone company, not your billing address) |   |
| Street Address:  |   |
| City:  |   |
| State: New York  |   |
| Zip Code:  |   |

**Telephone Numbers to be ported** (10 digits – area code and phone number, attach additional, if necessary):

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*Please note: A separate Letter of Authorization is required for additional telephone numbers not associated with this account number or carrier.*

The undersigned acknowledges that they have the legal authority to authorize MTC Cable, its preferred carriers, subsidiaries, and/or authorized agents to act as the agent for the purpose of taking any and all actions required to transfer the services on the telephone number(s) listed below to MTC Cable.

|                      |              |
|----------------------|--------------|
| <b>Printed Name:</b> | <b>Date:</b> |
| <b>Signature:</b>    |              |

**WARNING:** Please DO NOT contact your current service provider to disconnect service as this will stop the porting process. You must keep the service until the porting process is complete.

**Saturday Appointments:** Installations scheduled on Saturdays will result in loss of dial tone until the new service is installed and number has been released from prior provider.