



All LNP order requests must be initiated thru your Midwest Dial Tone DashManager Portal for LNP ticket creation, tracking and assignment.

Upon completing the following form, please upload this form and a recent bill copy, within the last 45 days, to your assigned LNP ticket. Your bill copy should include: Current Service Provider's Name, Customer's Name, Phone Number(s), Billing Address, and Account Number.

Once your port request has been submitted, it will take between fourteen (14) and forty-five (45) days to complete the process. Please list the telephone numbers that you would like to port below (NPA-NXX-XXXX). For questions about porting, please contact Midwest Dial Tone at 1.574.208.9616, Option 1 or email CustomerCare@MidwestDialTone.com.

PORTING AUTHORIZATION

I, (Name) _____ certify that I am an authorized representative of (Company Name) _____ and hereby authorize MidWest Dial Tone to act on my behalf and to take the necessary steps in order to port my telephone number(s) to the MidWest Dial Tone.

I further understand that my current telephone service provider may charge for changing service providers and that I will be responsible for any such charge(s). I understand that I will be informed if my number is not portable to the MidWest Dial Tone.

Table with 6 columns: PHONE NUMBER(S), PORT DATE REQUESTED, PHONE NUMBER(S), PORT DATE REQUESTED. Rows 1-5.

*Please attach an excel sheet for additional numbers

*Do not include Toll-Free numbers in this form

ADDITIONAL PORTING INFORMATION

Table with 4 columns: Account Number, Billing Telephone Number, *PIN/SSN, **New BTN.

*Please provide the PIN or the last 4 digits of the Social Security Number (SSN) when porting a wireless number

**Partial Ports - If you are porting the BTN, please identify a new BTN for the numbers being left behind.

IMPORTANT: Do not cancel service with your current phone service provider until you receive notice that your number has been successfully ported and is active on MidWest Dial Tone. To do so will cause you to lose your phone number(s). Cancellation of a LNP request incur cancellation fees. Refer to your Terms of Service Agreement for information on these fees.

CUSTOMER INFORMATION

Table with 8 columns: Company Name, Service Address, Authorized Name, Email Address, Authorized Signature, Title, Date, Recv'd.