



ACCOUNT INFORMATION	
Account Name	Account Number
Sales Name or Agent Name	Sales or Agent ID Number
Account Manager Name	Account Manager ID Number

CUSTOMER INFORMATION	
Company Name (include any DBA)	Customer Account Number
Contact Name & Title	Phone & Fax Numbers
Service Location Address (include City/State/Zip)	

SERVICE INFORMATION

TODAY'S DATE: _____

REQUESTED EFFECTIVE DATE: _____

ACTION	<input type="checkbox"/> Switched <input type="checkbox"/> Dedicated
	New Number Activation
	Responsible Organization Change
	Area of Service Change
	Future Date/Time Requested for Area of Service Change
	Required Directory Assistance Listing
	Other:

ORDER PROCESSING USE ONLY	
DATE	
	Received in Order Administration <i>Initials</i> _____
	Confirmed with Transport Carrier
	Current Responsible Organization Notified
	Responsible Organization <input type="checkbox"/> Approves <input type="checkbox"/> Denies
	Activated in SMS
	Other:

Current Responsible Organization Name and Identification Code: _____

Coordinated Conversion (Terminate existing service upon completion of Responsible Organization change. *Switch Service Only!*)

ROUTING

ADD	BLOCK	CHANGE	AREA OF SERVICE	DESCRIPTION
			United States (all 50 states)	
			Canada	
			Caribbean (USVI, PR)	
			State (please specify)	
			NPA (please specify)	
			NPA/NXX (please specify)	
			LATA (please specify)	
			Other	

TOLL FREE NUMBER	TERMINATING #/TRUNK GROUP	TOLL FREE NUMBER	TERMINATING #/TRUNK GROUP
()	()	()	()
()	()	()	()
()	()	()	()
()	()	()	()

The undersigned hereby appoints GeoTel Communications, Inc. through TCAST Communications as the Responsible Organization (Resp Org ID _____) for the above toll free numbers. In accordance with the information reflected above, TCAST Communications is authorized to act as our exclusive agent for implementing/provisioning Toll Free Services.

COMPANY: _____

NAME & TITLE: _____ PHONE NUMBER: _____

AUTHORIZED SIGNATURE: _____ DATE*: _____

*Any change of Responsible Organization must be made within 30 days of this Authorization Date.