



Letter Of Authorization

Your Previous Service Provider requires this letter as proof that you have explicitly authorized and requested that your current telephone number be transferred to Mid-Hudson Cablevision, Inc.

By filling in the information below, signing and dating this letter, you authorize Mid-Hudson Cablevision, Inc. to initiate the process of transferring your telephone number so that Mid-Hudson Cablevision, Inc. may provide its service.

****You Must include a copy of your existing telephone bill with your name on it****

Name: _____

this must be exactly the way it appears on your current phone bill (please include any abbreviations or middle initials)

Address Information Below (where service is delivered to. **Cannot be a post office box**)

House Number: _____ Street Name: _____

Apt #/Building/Room/Floor/Other: _____

City: _____ State: _____ Zip: _____

Billing Address if different from service address:

Street: _____

City: _____ State: _____ Zip: _____

Billing Phone #: _____ **Phone # to transfer:** _____

Current Provider: _____ Account #: _____

Is the Current Number Private / Unlisted (yes or no): _____

By signing below, I authorize Mid-Hudson Cablevision, Inc. and/or its designated agent to transfer my service from the location/account number listed above. By signing below, I authorize Mid-Hudson Cablevision, Inc. or its designated agent to obtain billing information, customer service records, and other network information required to provide me with service. I understand that I may consult with Mid-Hudson Cablevision, Inc. as to whether a fee will apply to the change. **Furthermore, I understand that once I sign this authorization letter that it may take up to 90 days from the time of receipt for my number to be transferred. Mid-Hudson Cablevision, Inc. is not responsible for any fees the customer may incur if delayed.** I also understand that it is my responsibility to contact my current provider after the transfer of service to stop my current carrier from continuing to bill me for services that are no longer being provided. Mid-Hudson Cablevision, Inc. is not responsible for any charges that may be incurred by "double billing" during such time that I neglect to inform the losing carrier my change of service providers. It is important that I wait for confirmation that Mid-Hudson Cablevision, Inc. that the switch has been completed prior to me notifying my previous carrier so that I have no interruption of service.

Signature: _____ Date: _____

Print Name: _____