



Number Porting Form

Important Note: **Do NOT cancel any of your current services until after your numbers have switched over to our system. If you cancel your current services prematurely you will no longer own your telephone number and you will NOT be able to get it back.**

If you are porting numbers from separate accounts, a copy of this form (and accompanying documentation) is required for EACH account from which numbers are being ported.

1. Please list all telephone and/or fax numbers you would like to transfer from your current provider to NerdPhone. If it is a fax number, please make a note next to the number.
2. Are there any other telephone numbers or services (e.g. internet, fax, etc.) on the same bill as this phone number that you do **NOT** want to transfer over? If no, skip to question 3.
Choose one: **Yes** or **No**
 - If yes: **What would you like to do with these existing services?** (e.g. "Please cancel remaining services." OR "Please leave services in place.") **If you would like your services canceled a request will be made on your behalf, but you will still need to call your existing provider AFTER your numbers port to NerdPhone to verify your cancellation request.*
3. Is the telephone number you are porting a **wireless/cell phone number**? If no, skip to question 4.
Choose one: **Yes** or **No**
 - If yes: **what is the account pin number? AND The last 4 numbers of your social security number?**
4. What is the name of your **current service provider**?
5. What is **your company name** listed on your current bill or customer service agreement?
6. What is your full **account number** (listed on your bill) associated with the number(s) you are porting?
7. Name of **Authorized Contact** listed on telephone bill:
8. Customer's **full address** listed on telephone bill:

9. What is the main telephone number on your account? (If you have several telephone numbers listed on your account and are not sure which phone number is the “main one” please call your current service provider and ask them to provide you with your Billing Telephone Number aka BTN.)

10. What do you want your outbound caller ID name to be? 15 character max.

11. What is the best contact number, if we have questions?

12. What is the desired date for your port if any?

13. Please sign in the box below. By signing this form you are agreeing to have the numbers you listed on this form to be ported from your current service provider to NerdPhone, and you also authorize NerdPhone or its designated agent to obtain billing information, customer service records, and other network information required to provide you with NerdPhone’s service. I understand that I may consult with NerdPhone as to whether a fee will apply to the change. Each individual number port is \$7.50. Fees are non refundable even if a port is cancelled.

Please email this form, as well as a copy of your current phone bill to support@nerdphone.net, unless otherwise directed.

Questions? Please call 303.395.3000 or email: support@nerdphone.net. Thank you and welcome to NerdPhone!

If we did not provide you with enough space to answer any of the questions or you would like to make more specific notes about your services, please use the space below: