

Transfer of Billing Responsibilities Faxback/ E-mail Form Corporate to Personal/ Employee Assumption of Liability



This form will aid you in transferring billing responsibilities for a Verizon Wireless mobile telephone number currently held by your employer to you

- 1) Complete all the applicable fields below.
- 2) If you are eligible, or required, to change your calling plan (or if the line you are transferring is the primary line on a Family SharePlan, or is the *only* secondary line on a Family SharePlan), please review the available calling plans on the Verizon Wireless website at www.verizonwireless.com. After selecting a calling plan, complete the fields in the Calling Plan Selection section below.
- 3) Read the terms and conditions of the Transfer of Billing Responsibilities section.
- 4) Read the Verizon Wireless Customer Agreement. You may obtain a copy of the Customer Agreement from your Company or Verizon Wireless representative or online at <http://www.verizonwireless.com/b2c/footer/customerAgreement.jsp>.
- 5) If you are returning this form via Fax, please have both parties sign and print at the bottom of this form and fax this form to: **203-741-7049**
- 6) If you are e-mailing this form, click the box to the left of the appropriate signature line, save a copy and email it to wfmnationalaoc@hq.verizonwireless.com. Emails will only be accepted from your company email domain

Account Information

Wireless Number to be Transferred:		Current Corporate Account Number:	
Employee Name:		Add to Existing Account Number: (If applicable):	
Billing Address: (No PO Boxes)		Date of Birth:	Social Security #:
Billing Address (Cont):		E-Mail Address:	
City:	State/Zip Code:	Driver's License Number:	State:
Home Phone:		Work Phone:	

Calling Plan Information

Calling Plan Name	Monthly Access Fee:
	Home Airtime Minutes:

Company Release of Liability

- The account identified must be current (no past due balance) before Verizon Wireless can transfer it to another party.
- The individual signing this Transfer of Liability on behalf of Company represents that they have the legal capacity to bind Company.
- By signing this form, or checking the box below, company agrees to release liability for the mobile telephone number indicated above. (if returning via email, the company representative must include their name and date)

If returning via e-mail, please check the box to the left to acknowledge your electronic acceptance of these terms

Signed:	Date:
Name:	Title:

Personal/Employee Assumption of Liability

- Upon processing of the transfer of billing responsibilities, a new personal account will be established for you, for this mobile telephone number for which you agree to assume all financial responsibility.
- Establishment of your new personal account is dependent upon a credit check. Some of your personal information above will be used in conjunction with that credit check. A deposit may be required to establish this account.
- Your new personal account requires an annual service agreement and you may be subject to a \$175 Early Termination Fee pursuant to the terms and conditions of both the Transfer of Billing Responsibilities and the Customer Agreement. If you are receiving discounted monthly access fees as a benefit of your employment:
 - You understand that this discount is based on your organization's agreement with Verizon Wireless, and that from time to time, your discount rate may be adjusted in accordance with your organization's agreement.
 - You agree that, if you are otherwise subject to an Early Termination Fee, you will not be permitted to terminate your service without being liable for such Early Termination Fee solely because of a change in your rates resulting from a discount adjustment to which your organization has agreed.
 - You understand that certain information relating to your service, including your name, your mobile telephone number and total monthly charge may be released to your organization.
 - Verizon Wireless reserves the right to require proof of your employment (Company ID badge or pay stub). If a review of your employment status reveals that you are not, or are no longer, an employee of your organization, Verizon Wireless reserves the right to remove this discount and move you to a commercially available calling plan or to a non-discounted service plan for the remainder of your line term commitment.

If returning via e-mail, please check the box to the left to acknowledge your electronic acceptance of these terms

Signed:	Date:
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