

*Copy onto company letterhead or attach business card here*

\_\_\_\_\_  
Date

To Whom It May Concern:

This letter authorizes **Morrison Telecom Management (805) 495-1972, (Kim Rice, [kim@morrisontelecom.com](mailto:kim@morrisontelecom.com); Dawn Dahl, [dawn@morrisontelecom.com](mailto:dawn@morrisontelecom.com))** to act as an agent on our behalf. Upon this request please provide their staff with any and all information concerning our services including any active contract and/or usage commitments.

Working on our behalf, the staff of **Morrison Telecom Management** is authorized to access our (CSR's) Customer Service Records (including all billing information), CPNI, negotiate refunds and/or credits; obtain pricing for new or additional services and to make changes to our account(s). This authorization shall be reviewed and renewed annually or as needed.

Your assistance and cooperation will be greatly appreciated.

Respectfully yours,

**Signed:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Federal Tax ID #** \_\_\_\_\_