





# Service Order

Lingo POTS

Business Name:	Service Address:	Suite:	City:	State:	Zip Code:
WHEATON PARK DISTRICT	26W151 BUTTERFIELD RD	FLR 1	WHEATON	IL	60187

## ONE TIME FEE DESCRIPTIONS:

Lingo POTS Activation Fee	Required one time activation charge per line for Lingo POTS service (non-refundable).	\$0.00
Cross Connect Fee	One time trip fee required for all POTS lines when converting from cable, VoIP, or T1. In some cases, it will be needed when going from POTS to POTS.	<input type="checkbox"/>
Inside Wiring & Jack Install	Optional service. The first hour will be billed at a rate of \$175 and each additional 30 minutes will be billed at \$75/each. (Pricing for inside wiring & jack install is on time based work as stated in tariff. Customer can order as many jacks per telephone lines as needed. Customer will be required to sign off technician's start and end times for the time based charges. Billing is based on 1 hour and then 30 minute increments - no pro-rated time billing is allowed. If the customer has a telephone system, Birch cannot provide inside wiring.	<input type="checkbox"/>

## Customer Information:

What is your requested installation date?

Name of your preferred Long Distance provider if not Lingo? \_\_\_\_\_

**Invoice Notice** - You will be charged \$7.95 per month for paper invoicing. After your first month, you may switch to electronic billing.

**Directory Listing** - 1 free straight line yellow page and white page business listing included:

Would you like Non-Published Listing? Y ☐ N ☐ If 'Yes', the following add'l Monthly Charge is applicable \$0.00

Would you like your Listing to be Non-Listed? Y ☐ N ☐ If 'Yes', the following add'l Monthly Charge is applicable \$0.00

Listed Phone Number: \_\_\_\_\_

Listed Business Address: \_\_\_\_\_

Listed Company Name: \_\_\_\_\_

Directory Listing Heading: \_\_\_\_\_

Would you like additional listings? Y ☐ N ☐

Qty: 0 Price: \$0.00 Total Price: \_\_\_\_\_

Would you like foreign listings? Y ☐ N ☐

Qty: 0 Price: \$0.00 Total Price: \_\_\_\_\_

## Miscellaneous Information

Call Forwarding Busy or Don't Answer Customers

Number to forward to: \_\_\_\_\_

Do you need LD Account Codes? Y ☐ N ☐

If yes, attach a list of the phone numbers with the account codes.

Do you need remote access to call forwarding? Y ☐ N ☐ PIN #: \_\_\_\_\_

## Remote Call Forwarding

	Remote Call Forward #	# of Paths	RCF to Point to #:	Local RCF?	LD RCF?
1					
2					

By signing below, Customer agrees to the following: (i) that this Service Order is an offer to purchase from Lingo Communications, LLC or its Affiliate (collectively "Lingo") the Services described herein and is not binding on Lingo until it is accepted by way of Lingo installing the Services; (ii) this Service Order and the Services described herein are subject to and governed by the terms and conditions of the governing tariff, or, if no tariff is applicable, the terms and conditions in Customer's Agreement with Lingo, including the Service Guide applicable to the Services described herein; (iii) If Customer does not have an Agreement with Lingo at the time of signing this Service Order, then this Service Order and the Services described herein shall be subject to Lingo's then-current Master Service Agreement and the Service Guide applicable to the type of Services ordered herein, INCLUDING ITS LIMITATION OF LIABILITY AND AUTO-RENEWAL PROVISIONS (I.E., AT THE END OF YOUR SERVICE TERM, THE SERVICE TERM AUTOMATICALLY RENEWS FOR ANOTHER YEAR) posted at the following URL: <https://www.lingo.com/legal>

Michael Benard		Executive Director	12/31/18
Customer Name (Print)	Customer Signature	Title	Date:



## Letter of Agency

### Customer Information

<b>Business Name:</b>		<b>Phone Number:</b>		<b>Fax Number:</b>	
WHEATON PARK DISTRICT					
<b>Address:</b>	<b>Suite, Floor, Room #:</b>	<b>City:</b>	<b>County:</b>	<b>State:</b>	<b>Zip Code:</b>
26W151 BUTTERFIELD RD	FLR 1	WHEATON		IL	60187
<b>Primary Contact Name:</b>		<b>Phone Number:</b>	<b>Email:</b>	<b>Current Telephone Company:</b>	
George Dahm		224-345-2635	george.dahm@Vision96.com		

By signing below, I am authorizing Lingo Communications to become my new telephone service provider in place of my Current Telephone Company (listed above) for the provision of the following type(s) of service.

### Service

Local Exchange Service ☒

IntraLATA Toll Service ☒

InterLATA Long Distance Service ☒

I authorize Lingo Communications to act as my agent to make this change happen, and direct my Current Telephone Company to work with the new provider designated above to effect the change. Please be advised that you may consult with Lingo Communications as to whether a fee will apply to effect this change. Further, I understand that in obtaining services from Lingo Communications, LLC, only one telephone company may be designated as my preferred carrier for each type of service for each telephone number.

If I later wish to return to my Current Telephone Company, I may be required to pay a reconnection charge to that company. I also understand that Lingo Communications, LLC may have different calling areas, rates, and charges than my Current Telephone Company, and that by signing below I indicate that I understand those differences (if any) and am willing to be billed accordingly.

I authorize Lingo Communications, LLC to provide the services selected above to the Telephone Numbers listed below and on all Lingo forms attached hereto, which I acknowledge are incorporated into and made part of this Letter of Agency.

### Outbound Caller ID Company Name

Outbound Caller ID Company Name:

NOTE: Up to 14 characters are permitted.

ATTENTION: This is the name that displays on the destination caller ID unit when you make outbound calls. This name is REQUIRED and there is no charge to display your company name on your outbound calls.

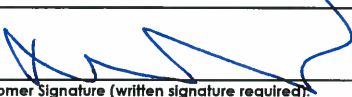
Telephone Number	Telephone Number	Direct Inward Dials	Range	
(NPA) NXX-XXXX	(NPA) NXX-XXXX	(NPA) NXX-XXXX	FROM	TO
Telephone Number	Telephone Number (cont.)	DID (TN or NPA-NXX if doing blocks)	(XXXX)	(XXXX)
1	630 871-4516	11		
2	630 588-9316	12		
3		13		
4		14		
5		15		
6		16		
7		17		
8		18		
9		19		
10		20		

By signing below, I certify that I have read and understand this Letter of Agency. I further certify that I am at least eighteen (18) years of age, and that I am authorized to change telephone companies for services to the telephone number(s) listed above and on any Lingo forms attached to this Letter of Agency.

All products, services and/or activities quoted or described on this form are governed by the terms and conditions in your MSA with Lingo Communications, LLC.

### Customer Acceptance

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES AND AGREES THAT (1) THE INFORMATION PROVIDED ON THE FOREGOING LETTER OF AGENCY IS CORRECT AND (2) CUSTOMER HAS READ THE FOREGOING LETTER OF AGENCY AND AGREES TO BE LEGALLY BOUND THEREBY.

	Michael Benard	Executive Director	5/2/18
Customer Signature (written signature required):	Customer Name (printed):	Title:	Date: