



Your #1 Choice

LNP Due Date Intervals

The following provides PTCI's guidelines for establishing Ported Telephone Number service order due dates upon receipt of a **valid** LSR.

NOTE: Orders received after 3 PM will be processed as if received the next business day.

If the orders are requesting 1- 10 TN's the due date will be 4 business days
If the orders are requesting 11 + TN's the due date will be negotiated

If an order to port a number is received prior to 3 PM on Monday, the 4th day would be Friday, and order received prior to 3 PM on Tuesday, the 4th day would be the following Monday, etc.

A request of 11 or more ported numbers is considered a project. The order interval is dependent upon the scope of the project and will be determined on an individual case basis.

The maximum number of LSR's that will be accepted per day is 4.

Due date is calculated **upon receipt of a valid LSR**. LSR's porting numbers should be E-mailed to pyclec@ptsi.net.

Upon receipt of a valid LSR, a FOC will typically be sent out for each Number Port LSR within 48 hours. However, order complexity and work overload may require additional time to process the order and send the FOC. The FOC will be e-mailed to the initiator of the order.

Escalations for ported number orders are:

- Supervisor, Deblen Francis (580) 468-2163
- Manager, Cindy Quesenbury (580) 468-2152