



**Verizon**

Wholesale Services  
Mail Code HQE02M51  
600 Hidden Ridge  
Irving, TX 75038-3897

April 26, 2002

Dear Customer:

Subject: Clarification of Wholesale Services Policy Regarding Letters of Authorization/Agency (LOA) - 2nd Notification Letter

Please disregard all previous communication regarding this subject. Verizon Wholesale Services is modifying the policy regarding LOA for both Switched and Special Access.

The following fields will be required when a facility owner and the Verizon customer of record have entered into an authorized lease arrangement:

- Lease Arrangement (LA)
- Date of Lease Arrangement (LADATED)
- Lease Authorization name (LANM)

Population of these fields will indicate to Verizon that an LOA exists between the facility owner and the Lessee. Verizon West (former GTE) will continue to honor existing Lease Arrangements, agreed upon prior to this new policy.

Additionally, when the facility owner and the Verizon customer of record enter into an agency agreement, the AGAUTH field must be populated on the ASR. The population of this field will indicate that the two parties have signed an LOA allowing the customer acting as an agent to submit ASRs on behalf of Verizon's customer of record:

- Agency Authorization Status (AGAUTH)

Please share this information with the appropriate personnel within your respective companies. If you have any questions, please call your Verizon Account Representative.