

# Date Changes

To request a date change for a Non-Geographic Port Order you can do this once an order is 'Accepted to Port' by using the Gamma Portal.

You should simply go to Number Porting, Non-Geographic Porting and select Non-Geographic Port Search". Search for your port order and open the port order up. Once you have the order click the "Add Note" button and type in the new date you wish. This will go to the owner of your port order who will pick up your request.

If your port is due to happen within the next 48 hours, please call the Porting Desk once you've made this request to ensure that we can call the Range Holder as well.

**Port Order # 730209**

|                   |                         |                                |                  |
|-------------------|-------------------------|--------------------------------|------------------|
| Order ID          | 730209                  | Status                         | Accepted to Port |
| Main Telephone No | 0114 280000             | Losing Communications Provider | -                |
| Raised By         | Emma Hughes             | Range Holder                   | -                |
| Date Order Placed | 2016-06-04 18:16:08.267 | Organisation                   | Gamma Ltd        |

**Notes**

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| Date/Time        | Note By     | Summary                                | Notes   | Attachment |
|------------------|-------------|--|---|------------|
| 10/06/2016 13:17 | Emma Hughes | Acceptance / 22/06/16                  | Dear [Redacted], We've had confirmation from BT IPEX that your order Reference [Redacted] has been accepted for Porting Date of 22/06/16. Main Number : [Redacted] Updates for this order will now be managed from the Gamma portal, you can also add notes to the order if you need to provide us with any...  | None       |
| 09/06/2016 12:37 | Emma Hughes | Customer update - Order placed to IPEX | Dear [Redacted], Thank you for your request to move [Redacted] to the Gamma network. Your order reference number is [Redacted]. Your order has been accepted by Gamma (this means we have confirmed the Range Holder and we have checked that the LCP is a Network Operator). We've now placed the order wit... | None       |
| 04/06/2016 19:16 | ITSMAUTO    | [Redacted]                             | Channel Partner Name: [Redacted] Channel Partner Account Number: [Redacted]<br>Channel Partner Contact: [Redacted] Channel Partner Email: [Redacted] Channel<br>Partner telephone number: [Redacted] Customer Company Name: [Redacted] Customer Name:<br>[Redacted] ...   | None       |

✕ Cancel
+ Add Note