

Letter of Authority

It is both accepted industry process and a contractual requirement between networks that one is available on request. This in turn forms part of the commitments given to us by our Channel Partners when submitting an order (for example, when submitting an order, the Gamma Portal asks “Do you have the customer’s consent to port this number? Tick to proceed”). For expediency and efficiency, it is taken on trust throughout the value chain that the required Letter of Authority exists.

For Geographic Port orders we do not require a signed Letter of Authority when you’re placing an order, however the Range Holder or Losing Communications provider can, and do, request a Letter of Authority from time to time.

Gamma reserve the right to request a copy of the Letter of Authority as a random check and also reserve the right to introduce charges in the future where problems arise in the process due to a lack of adherence to process by our Channel Partners.

You can download our white-label letter of authority template on the Gamma Academy Knowledgebase to help you make sure you’ve got everything you need.

If your order has experienced multiple rejections (2 or more) then you can contact the Gamma Porting Desk who will pick the order up on your behalf and aim to get acceptance, though we will need the Letter of Authority.

Download the Letter of Authority with the button below. For more information on the letter of authority, see the [Number and Porting Letter of Authority Help Guide](#).

 Download

41 KB