

Instructions - Transfer of Liability for Cellular Service Plans

Verizon Wireless:

This process is known as an *Assumption of Liability* (AOL). In order to perform an AOL, all of the following requirements must be met:

- The user must read and agree to the Verizon Wireless [Customer Agreement Terms and Conditions](#) prior to assuming responsibility for the account.
- If the line taken over is being added to an existing Verizon Wireless account, the account must be current.
- There are two (2) options to complete the transfer:
 - i. Complete a Verizon *Assumption of Liability* (AOL) form - Account Information – Assuming Customer
www.foundation.sdsu.edu/doc/purchasing_verizon_assumption_liability_authorization_form.doc and attach it to an SDSURF *Authorization for Business-Related Cell Phone Reimbursement Form*
www.foundation.sdsu.edu/forms/index.html#purchasing . Send both forms to SDSURF purchasing. An SDSURF buyer will complete the foundation portion of the form and e-mail it to Verizon; or
 - ii. Call Verizon directly at (800) 922-0204 to ask questions related to the transfer, equipment and plan.

Note: The service assumption will be subject to a credit check and a security deposit may be required.

Additional information can be reviewed on-line: <http://www.verizonwireless.com>.

Pricing: SDSU Research Foundation or State employees will receive a 15% discount. Foundation or State employees are required to register on www.verizonwireless.com. Plan pricing will be the same as the Western State Consortium Agreements (WSCA). WSCA pricing can be reviewed at http://purchasing.state.nv.us/Wireless/WSCA_Only/WSCA_Only.htm .

Users will be subject to the consumer two (2) year plan. If the user already has an existing account with the carrier and transfers the number to that plan, their obligation term will remain unchanged.

Questions and assistance should be directed to Verizon at (800) 922-0204 or at <http://www.verizonwireless.com>.

AT&T Wireless:

- The user must read and agree to the AT&T Wireless Customer Agreement Terms and Conditions prior to assuming responsibility for the account.
- If the line taken over is being added to an existing AT&T Wireless account, the account must be current.
- The transfer can be initiated online at <https://www.wireless.att.com/tobr/InitiateTobrAcceptance.action>.

Pricing: SDSU Research Foundation or State employees will receive a 15% discount. Foundation or State employees can review discounts at www.wireless.att.com/college . Plan pricing will be the same as the Western State Consortium Agreements (WSCA).

Users will be subject to a six (6) month contract from the date of transfer. If upgrades to a new device are made, a two (2) year contract will be required.

The AT&T contact is Kent Broman and he may be reached via e-mail at kb6834@att.com.

Cingular (now AT&T Wireless):

Please see AT&T Wireless Instructions

Sprint:

- The user must read and agree to the Sprint/Nextel Customer Agreement Terms and Conditions prior to assuming responsibility for the account.
- If the line taken over is being added to an existing Sprint/Nextel Wireless account, the account must be current.

Additional information can be viewed on line: www.sprint.com.

Pricing: SDSU Research Foundation or State employees will receive an 18% discount with a waived activation fee for new activations.

If customers do not opt-in to upgrade equipment or to one of the standard promotional service credit offers (\$75 = 1 yr term; \$150 – 2 yr term) they will be placed on a month-to-month term. However, if the customer has an iPhone at the time of the transfer, the time remaining on the corporate liability contract will carry over to the individual liability account. The equipment offer and service credit offers are not stackable, customer must choose one. Also, if customers request to port-out at time of transfer, they will be placed on a 90 day contract. Port-outs should be handled through the employer working with the other carrier, as they will request the corporate account number/pin to complete the port. Therefore, it is highly recommended that employees do not attempt to establish an account with Sprint if they intend to port to another carrier or they will be placed on a 90 day contract and hit with an early termination fee if they attempt to cancel service prior to the 90 day contract expiration.

The Sprint contact is Kimberly Dillman. She can be contacted via e-mail at Kimberly.Dillman@sprint.com.

Nextel (Now Sprint):

Please see Sprint instructions.

On 30 May 2012, Sprint Nextel said that it would shut down the Nextel network as early as June 2013. Sprint will deploy CDMA equipment on the 800 MHz spectrum formerly used by the iDEN network. Sprint will continue to offer pre-paid services under the Boost Mobile brand and will continue to offer push-to-talk services using CDMA equipment.

There are a number of other carriers and the user may open a personal account with any carrier they chose.