T-1 How to Read Your Bill
Revised 11-16-2011

(1.) Date bill is received.
2. Date bill is due.
(3.)Total amount due for Charges on this statement (includes any prior unpaid balances).
(4.) Customer account number.
(5.) Summarizes the account activity for all recurring services and long distance calls (if applicable) for all accounts billed to this number, including total payments, regulated fees and applicable taxes.
6. Our website and customer Service phone number (s).
(7.) Return this portion with payment in the envelope provided. Remittance portion includes:

- The payment due date.
- The amount due.
- Space to record the amount of the payment enclosed.
- Customer account number.
- If a customer subscribes to the Auto Pay Plan, a message will appear in the area below the amount due field.
(8.) Send your payment to this address.
(9.) This area is for messages regarding your service, promotions, and special product information.


## Important Billing Notes:

Local access and feature charges for each line are billed one month in advance. Both access and feature charges are prorated for the actual number of days with active service. For instance, if your service has only been active for 10 days, you are billed the prorated amount (based on 10 days) plus one full month in advance. You are responsible for all long distance calls billed to your account, regardless of who placed the call. It is your responsibility to read your bill and verify accuracy.

T-1 How to Read Your Bill
Revised 11-27-07


