

INSTRUCTIONS FOR COMPLETING ARRIVA LIFELINE ENROLLMENT SHEETS

If you have received an **Approved Lifeline Application Notice** from the Universal Service Administration Company (USAC), you are ready for the final stage for enrollment in the Lifeline program. On your approval notice you have been given a **Q#** as your Lifeline Application ID. Please take note of this number as well as the **deadline by which you must sign up** with a service provider.

As your chosen service provider, we ask you to complete and submit the **Customer Data Sheet** for Lifeline enrollment. You may obtain one of the sheets from the telephone company office or you may complete and submit the form online. Below, you will find information designed to help you accurately complete the Customer Data Sheet.

Customer Data Sheet

Line 1: If you are already enrolled in Lifeline and you wish to transfer your benefits to Arriva, you will mark "YES" and provide your signature in the space provided. If you are not already enrolled and need no transfer of benefits, you will mark "NO." No signature is required if you mark "NO."

Line 2: Your new approved Lifeline Application ID number, if any, beginning with "Q" should be entered.

NOTE: Your Q# is only valid for 90 days as dated on your approval notice.

Line 3: Enter your name exactly the way you did on your approved application.

Line 4: List your landline and mobile telephone numbers.

Line 5: List your date of birth and the last four digits of your social security number.

Line 6: Enter your physical address.

Line 7: Enter your mailing address if it is different from your physical address.

Line 8: Enter your email address. Please take care to write legibly.

Line 9: If you qualified for Lifeline through a member of your household who already participates in one of the approved federal assistance programs, you need to enter their name, date of birth, and the last four digits of their social security number.

Line 10: Indicate which telecommunications services will be provided to you by Arriva.

NOTE: If you complete the Customer Data Sheet online, you will click "Submit." If you are completing it in writing, you will need to send or take the sheet to our office.

If you have a copy of your approved application notice from USAC, please provide it along with this data sheet.