



100 Baltimore Drive, Wilkes-Barre, PA 18702

Electronic Service Requested

### Name Change Request Form

Wave permits the name on an account to be changed in the event of marriage, legal name change, divorce, death, or power of attorney. If a contract exists on the account, the person now assumes the remaining time and terms of the contract. Please complete this form and return to Wave.

Requests may take up to 14 business days in order to be processed. The request will be denied if the required documentation does not accompany this form. Submitting false documentation or misrepresenting your identity may result in legal action in which case you may be penalized to the fullest extent of the law.

**Name changes are Not Permitted on accounts where a new person will be taking over the account unless in the case of death or power of attorney.**

#### Existing Customer Information \*Please Print\*

Name: \_\_\_\_\_ Account: \_\_\_\_\_  
 Street Address: \_\_\_\_\_ Contact Number: ( ) \_\_\_\_\_  
 Apartment/Suite/Floor: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_ Update Preferred Email Address (Y/N)? \_\_\_\_\_  
 \_\_\_\_\_  
 New Preferred Email Address (if Y) \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Or Check if Deceased

\*The new customer will have to access to the prior history on this account.

#### New Customer Information \*Please Print\*

#### Reason for Change

Name: \_\_\_\_\_  
 Contact Number: ( ) \_\_\_\_\_  
 Social Security Number: \_\_\_\_\_  
 Date of Birth: / / \_\_\_\_\_

Marriage  Power of Attorney  
 Death  Legal Name Change

I understand I am responsible for debit/credit balance and the company owned equipment assigned to this account. I will be charged for lost, stolen, unreturned, or damaged equipment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Required Documentation</b>  Marriage/divorce certificate Legal name change documentation Death - name change form only Power of attorney certificate	<b>Return form &amp; documentation to:</b>  Fax: (703) 434-8197 WAVE Attention: Name Change Dept. 100 Baltimore Drive Wilkes-Barre, PA 18702
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