

CONTRACT BUYOUT FORM

Welcome to Spectrum Business! We look forward to servicing all of your business’s communication needs. Please follow the 3 easy steps below to receive your check.

Step 1: Install the Spectrum Business Services (Internet, Voice, and/or Video)

Step 2: Complete the “Contract Buyout Form” below

Step 3: Send an email with the following information to mycheck@spectrum.com

- Email Subject line should include your 12 or 16 digit account number.
- Attach a copy of the entire bill(s) from previous provider(s) with early termination fees circled, account holder name and service address clearly marked. **(Attach all applicable bills.)** Acceptable file formats include .jpg or .pdf only.
- Completed “Contract Buyout Form” including all reimbursable Early Termination Fees on the same form **(only one offer/form per account).**

Upon receipt of the forms and verification of eligibility, a check in the amount equal to the early termination fee(s) charged by your previous provider(s) on your bill(s) **(not to exceed \$500 in total)**, will be mailed to your Spectrum Business address of record.

©Charter Communications. Offer available to qualifying customers with comparable services from another provider. Cellular services are not eligible. Must have no outstanding obligations to Spectrum Business. Forms must be received by Spectrum within 60 days of installation of Spectrum Business Internet and Spectrum Business Voice, Spectrum Business Internet and Spectrum Business TV, Spectrum Business Voice and Spectrum Business TV, or Spectrum Business Internet, Spectrum Business Voice, and Spectrum Business TV. Check amount will be determined by the early termination fee on the final bill from the previous provider, not to exceed \$500. If email is not available, forms may be mailed to: Spectrum, ATTN: Strategic Accounts Team, 7800 Crescent Executive Drive, Charlotte, NC 28217. The check must be redeemed within six months from the date of issuance or be rendered null and void. Entitlement to amounts tendered is strictly conditioned upon timely presentation. Failure to present the check for payment within such period shall result in forfeiture of the amounts tendered and reversion thereof to Charter Communications.

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(*Asterisk denotes required fields)

*Name on the Spectrum Business Account: _____

*Service Address: _____

City: _____ State: _____ ZIP: _____

*Email Address: _____

*Phone Number on the Account: () - _____

*Spectrum Business Account Number (12 or 16 digits): _____

*Previous Provider Name 1: _____ ETF Amount 1: _____

Previous Provider Name 2: _____ ETF Amount 2: _____

Previous Provider Name 3: _____ ETF Amount 3: _____