

GIFT TELEPHONE SERVICE

1. GENERAL

1.01 This section explains gift telephone service and how to recognize it on service orders.

1.02 It is reissued to update the CP reference. ←

1.03 Reference: ←
Commercial Practice - - - - - CP 885

1.04 Residence or business primary service or supplemental equipment may be given as a gift. Gift service may not be given at concession rates, or to a person who has concession service.

1.05 Equipment will not be delivered to the recipient before installation or given to the donor for personal delivery.

1.06 The donor or the Business Office, at the donor's request, will mail a gift card to the recipient.

1.07 The Business Office (or anyone making a plant sale) shall make clear to the donor that equipment provided with gift service re-

mains company property. Plant should make sure the recipient also understands this at the time of installation.

2. SERVICE ORDERS

2.01 Service orders are required to establish or discontinue gift service.

2.02 Gift service involving recurring charges will be identified by "GIFT" in the EXPLANATIONS field of service orders opposite the USOC code. This identification will appear on both initial and subsequent service orders.

2.03 Gift service involving only nonrecurring charges will be identified in REMARKS, e.g., "BL nonrecurring chgs to Ruth Robb, 230 Cedar."

2.04 Service order exhibits, with typical entries, are shown in CP 885. ←

2.05 Before making any additions or changes which will affect "GIFT" portions of service orders, be sure to get concurrence of the Business Office or Marketing.