

**Partner Corp**

**Sample Company**

Sample Street 1  
Sample City

**Letter of Authorization**

19. November 2023

To whom it may concern:

Please use this letter as authorization to Partner Corp (Partner) or their designated agent(s) to order/run a cross-connect towards the following demarcation point of Sample Company. This LOA does not obligate Sample Company to be billed for any services.

Site	DC01:23
Demarcation Panel	Rack R1234 U48 - Demarc Panel
Demarcation Port	Fiber 05/06

This LOA expires 50 calendar days from the date of issue if not used, upon notification to Partner by Sample Company or on the date that the cross-connect is installed, whichever is earlier. It is not automatically re-usable by Partner or their designated agent(s).

Please contact the Sample NOC after the work has been done with information about the used port. Should you have any questions or concern regarding this LOA please contact Sample NOC.

Sample NOC  
noc@example.com

Yours sincerely,

**Sample Company**