

**Verizon Concession Telephone Service  
Authorization Form (In-Franchise)**

20-1545  
2/07



**Only applicable to employees/retirees of the regulated former Bell Atlantic Company**

**PLEASE READ INFORMATION ON THE NEXT PAGE PRIOR TO COMPLETING APPLICATION**

Date:	Name: (Print As Appears on Payroll Records)	VZ ID:
Home Telephone Number:		Other Working Telephone Numbers:
Street address:		
City:	State:	Zip Code:
Social Security Number		NCS Date:

**Employee Status:**

<input type="checkbox"/> Associate	<input type="checkbox"/> Less than 30 years	<input type="checkbox"/> 30 years or more
<input type="checkbox"/> Active	<input type="checkbox"/> Management*	<input type="checkbox"/> VZ-S
	<input type="checkbox"/> VZ-N	<input type="checkbox"/> 1 <sup>st</sup> Level
	<input type="checkbox"/> Board of Director	<input type="checkbox"/> VZ-S (prior to 1/1/85)
	<input type="checkbox"/> Post Divestiture Retiree	<input type="checkbox"/> VZ-N
	<input type="checkbox"/> Pre-Divestiture Retiree	

**COMPANY – CURRENT (PAID BY OR RETIRED FROM):**

**Effective Date In Company:**

<input type="checkbox"/> B1 – VZ District of Columbia	<input type="checkbox"/> B9 – VZ Delaware	<input type="checkbox"/> N2 – VZ New England (RI)
<input type="checkbox"/> B2 – VZ Maryland	<input type="checkbox"/> BC – VZ Services Corp	<input type="checkbox"/> N2 – VZ New England (VT)
<input type="checkbox"/> B3 – VZ Virginia	<input type="checkbox"/> NK – VZ Corporate Svcs Corp	<input type="checkbox"/> N4 – VZ New York (NY)
<input type="checkbox"/> B4 – VZ West Virginia	<input type="checkbox"/> N2 – VZ New England (ME)	<input type="checkbox"/> N4 – VZ New York (CT)
<input type="checkbox"/> B6 – VZ New Jersey	<input type="checkbox"/> N2 – VZ New England (MA)	<input type="checkbox"/> Other: _____
<input type="checkbox"/> B8 – VZ Pennsylvania	<input type="checkbox"/> N2 – VZ New England (NH)	

**COMPANY - HISTORY:**

If effective date in current company is on or after 1/1/07, provide previous company code and name.

Company Code: \_\_\_\_\_ Company Name: \_\_\_\_\_

**Nature of Request:**

**Effective Date:**

<input type="checkbox"/> Establish Initial Concession on Account
<input type="checkbox"/> Change Concession Status
<input type="checkbox"/> Change From 50% (Class B) To 100% (Class A)
<input type="checkbox"/> Change From 100% (Class A) To 50% (Class B)
<input type="checkbox"/> Change From Active To Retiree
<input type="checkbox"/> Remove Concession From account

Employee Signature:	Printed Name:
Can Be Reached Number:	Business Telephone Number: Date:

**Approval – Active Employees:**

Date:	Printed Name: (Immediate Supervisor)	Signature: (Immediate Supervisor)	Telephone Number:
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**Approval – Retired Employees:**

Date:	Eligibility Provider:
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**\* Management employees who are (1) hired on or after 1/1/07 or (2) transfer from a company that does not offer concession to a company that does offer concession on or after 1/1/07 are NOT eligible for concession.**

**NOTICE: NOT FOR USE OR DISCLOSURE OUTSIDE THE VERIZON COMPANIES EXCEPT UNDER WRITTEN AGREEMENT**

## VERIZON CONCESSION TELEPHONE SERVICE (IN-FRANCHISE)

Form 20-1545 is required to receive in-franchise concession directly on your telephone bill. In-franchise service means that the telephone service at your primary residence is provided by the Verizon Company that issues your payroll check. In-franchise retirees receive telephone service from the company from which they retired. If the telephone service at your primary residence is provided by a Verizon company other than the company that issues your paycheck or from which you retired, or by an independent telephone company, you are considered out-of-franchise (OOF) and cannot receive reimbursement directly on your bill. If you are an active OOF employee, you must complete Form 20-1589; retirees who are OOF should contact Wells Fargo TPA (formerly Acordia National) on 1-800-898-3886.

Telephone service used for the furtherance of Verizon business should not be included under concession service. Such services should be billed the full tariff rate and the charges, if appropriate and approved, should be handled as a business expense.

Concession Telephone Service allowance is not to exceed the established Corporate limits.

Your concession service must be billed in your name as it appears on payroll records. Your main listing in the Verizon directory must be in your name or some form of your name.

Concession Telephone Service ends when you resign, terminate employment for any reason except retirement, or at death. Concession Telephone Service will continue for a period of three months following your death, for your surviving family members. Concession Telephone service may end if you do not pay your full telephone bill on time.

Verizon cannot provide Concession Telephone Service until this form is completed and received in the Residence Service Center for processing.

### Concession Form 20-1545 is Only Necessary Under The Following Conditions:

- Establish Initial Concession On Account
- Change Concession Status
  - Change From 50% (Class B) To 100% (Class A) Concession
  - Change From 100% (Class A) To 50% (Class B) Concession
  - Change From Active To Retiree\*\*
- Remove Concession From Account

\*\* If supervisor authorizes prior to retirement date, the form can be sent as if employee were still active.

### Mail Completed Form To:

<u>Verizon - Actives</u>	<u>All Verizon Retirees</u>	<u>Verizon – Active New England</u>
Verizon Imaging Center	Wells Fargo TPA	Verizon Andover CSSC
Attn: Concession Service	P.O. Box 2911	Attn: Correspondence
P.O. Box 9000	Charleston, WV 25330-2911	20 Shattuck Road
Annapolis, MD 21401-9000		Andover, MA 01810