

Matrix Telecom, LLC
d/b/a Excel Telecommunications
P.S.C No. 4 - Telephone
Effective: November 5, 2018

Leaf: 53
Revision: 0
Superseding Revision:

INTRASTATE SWITCHED ACCESS SERVICES

SECTION 2 - RULES AND REGULATIONS (CONT'D.)

2.4 Notices and Communication

An address will be designated on the Service Order by the Customer to which the Company shall mail or deliver all notices and other communications, except that the Customer may also designate a separate address to which the Company's bills for service shall be mailed. the Company shall designate on the Service Order an address to which the Customer shall mail or deliver all notices and other communications to the Company, except that the Company may designate a separate address, on each bill for service, to which the Customer shall mail payment on that bill.

The Company or the Customer shall advise the other party of any changes to the addresses designated for notices, other communications or billing, by following the procedures for giving notice set forth herein.

All notices or other communications required to be given pursuant to this tariff shall be in writing. Notices, other communications and all bills mailed by the Company shall be presumed to have been delivered to the Customer on the third business day following deposit of the notice, communication, or bill with the U. S. Mail or a private delivery service, prepaid and properly addressed, or when actually received or refused by the addressee, whichever occurs first.

Notices from the Customer to the Company may be given verbally by the Customer or the Customer's authorized Agent at the Company's office, or by written communication mailed thereto. Written notice is required when specified in tariff schedules or in any written agreement.