Instructions for the use of this cancelation notice:

1) Make sure to terminate your phone contract before leaving Germany for deployment or PCS.

2) The termination needs to be done in writing.

3) Fill out a copy for the phone company and a copy for yourself (customer).

4) You need to give them your name, customer no., phone no., the date you wish to terminate and your new address or e-mail. And don't forget to sign the cancelation notice.

5) The phone company should confirm the date the contract terminates and the remaining balance that needs to be paid. But of course, the company is not obligated to fill it out.

6) If you cannot agree on the date the contract terminates and/or the balance that needs to be paid, let them at least sign that they received your termination notice and, of course, when they received it, since you have the burden of proof for the cancelation.

7) Make sure that you keep your copy of the termination notice and of the receipt that you've paid the final bill.

8) If you experience any kind of problems with the termination of your contract, feel free to contact our Legal Assistance Office.

Baumholder Legal Center
DSN: 485-6506
Com: 06783-6-6506

COPY FOR PHONE COMPANY

Name (First, Middle Initial, Last):

Costumer No. / *Kundennummer*:

Phone No. / *Telefonnummer*:

Cancelation Notice / *Kuendigung*

This notice is to terminate my phone contract due to military orders (copies attached). Since I will leave Germany very soon, I won't be able to use this service anymore. I want to terminate for / *Hiermit kuendige ich meinen Telefonvertrag aufgrund eines militaerischen Marschbefehls (siehe anliegende Fotokopie). Da ich Deuschland in Kuerze verlassen werde, kann ich Ihren Service nicht mehr nutzen. Die Kuendigung erfolgt zum*

Ending date of the contract / *Datum der Vertragsbeendigung*

Since I won't be in Germany anymore, the final bill needs to be sent to the following address or e-mail / *Da ich nicht laenger in Deutschland sein werde, sollte die Schlussrechnung an folgende Adresse oder e-mail geschickt werden*:

Baumholder,

Date / *Datum*

Signature / *Unterschrift*

Name of the phone Company / *Name der Telefongesellschaft*:

We did receive this notice today / *Wir haben dieses Schreiben heute erhalten*:

Date / *Datum*

The contract ends on / *Der Vertrag endet am*:

Date / *Datum*

This is the open balance that needs to be paid / *Folgender Betrag ist noch zu zahlen*:

Stamp / *Stempel*

employee sign and print / *Name und Unterschrift*

COPY FOR CUSTOMER

Name (First, Middle Initial, Last):

Costumer No. / *Kundennummer*:

Phone No. / *Telefonnummer*:

Cancelation Notice / *Kuendigung*

This notice is to terminate my phone contract due to military orders (copies attached). Since I will leave Germany very soon, I won't be able to use this service anymore. I want to terminate for / *Hiermit kuendige ich meinen Telefonvertrag aufgrund eines militaerischen Marschbefehls (siehe anliegende Fotokopie). Da ich Deuschland in Kuerze verlassen werde, kann ich Ihren Service nicht mehr nutzen. Die Kuendigung erfolgt zum*

Ending date of the contract / *Datum der Vertragsbeendigung*

Since I won't be in Germany anymore, the final bill needs to be sent to the following address or e-mail / *Da ich nicht laenger in Deutschland sein werde, sollte die Schlussrechnung an folgende Adresse oder e-mail geschickt werden*:

Baumholder,

Date / *Datum*

Signature / *Unterschrift*

Name of the phone Company / *Name der Telefongesellschaft*:

We did receive this notice today / *Wir haben dieses Schreiben heute erhalten*:

Date / *Datum*

The contract ends on / *Der Vertrag endet am*:

Date / *Datum*

This is the open balance that needs to be paid / *Folgender Betrag ist noch zu zahlen*:

Stamp / *Stempel*

employee sign and print / *Name und Unterschrift*