

Neil K. Classen Manager PO Box 66 Lynch, NE 68746

## Dear Valued Subscriber:

Welcome to Three River. We are very proud to bring you phone, cable and high speed internet. We are sending you a packet of information and forms that will need to be filled out to get your account set up.

After you have had a chance to review the 911 Advisory Requirement, please fill out the LOA Phone form, CPNI form and 911 Subscriber Agreement and send them back to us in the enclosed envelope as soon as possible, as we will need your signature before we can set up your phone. The <u>Digital Phone User Guide</u> is yours to keep. If you are moving your phone number from an address different then that you have on current bill, please include your current address, along with the address that you will be moving to. This will help the port over process go faster and smoother.

After your account is set up, you can view your call logs, features and voicemail online. To do so via the Internet you will need to go to the Three River Home Page, <a href="www.threeriver.net">www.threeriver.net</a>. Select the Services Tab on the top of the page. Then select VOIP Phone Service page. At the top of the VOIP Phone Service page you will select the blue "Online VOIP Account Login" tab. Click on that and it will bring you to a secure site where you will need to enter your user name and password. We have set that up for you, so you will have to call the office and find out what they are. Once you have logged on, you can view your call logs, voicemail options and change your features to suit you. All of the features are explained in our Digital Phone User Guide.

## **Need Assistance?**

The main office of Three River is located at:  $225 \text{ N} 4^{\text{th}} \text{ St.}$ , Lynch NE 68746. The telephone numbers are 866-569-2666 or 402-569-2666. Our office hours are 8:00am-5:00pm Monday – Friday and 8am to Noon Saturday. We have an office in O'Neill, 402-336-0520 or Ainsworth, 402-387-1353. Their office hours are Monday – Friday, 8am – 5pm.

We appreciate your business and look forward to serving all your digital needs.

Phone (402) 569-2666 Fax (402) 569-4455 Email info@threeriver.net