



Porting your phone number to Ruby



WHY ARE SMALL BUSINESSES PORTING THEIR NUMBERS TO RUBY?

Two lines, one phone.

Now one smartphone does twice the work! After porting your number to Ruby you can use our app to choose your outgoing caller ID, so your work number displays on your personal phone.

Freedom, flexibility, and savings.

The ability to display your business caller ID from your cell phone eliminates the need for an office phone—so you can ditch your landline and any associated costs.

Superior call quality.

With Ruby hosting your number you'll enjoy clear conversations. Whether it's a call we answer or one you make through the app, Ruby's phone technology gives you quality sound and reliable experiences.

What kind of number are you porting?

LOCAL NUMBER

TOLL-FREE BUSINESS NUMBER

GOOGLE VOICE

Ready? Here are the basic steps for porting your number to Ruby.



Fill out a letter of authorization form

Ruby will provide you with a letter of authorization form for you to complete with your name, number, and account info.



Gather a copy of your phone bill

Make sure the copy of your phone bill shows the same name, number, and billing address as your letter of authorization.

Google charges a small fee to release a GoogleVoice number, allow 1-2 days for processing.



Send it over to Ruby!

Send those documents to staff@callruby.com and let us know you'd like to port your number. It's that easy.

That's it. Your port is underway!

It typically takes 10-14 days for your number to fully port to Ruby, but we'll keep you informed during the process. Once your number ports, you'll have access to a number of great new Ruby benefits!



CALL CUSTOMER HAPPINESS AT **866-611-RUBY**

OR EMAIL staff@callruby.com TO GET STARTED!