



Number Selection

Selecting the number for your MyRepChat texting is an important decision.

There are tradeoffs between the two choices that we offer so it's important to understand what will best serve you and your business communication needs.

You can either:

- 1 Text enable a landline number OR 2 Select a local area code number from our inventory.

Selecting a New Number

Choosing a new number from us with a local area code allows you to enable the optional voice feature so you can have a dedicated mobile number for your contacts to reach you at.

This is a good option for you if:

Immediate use is important.

When you finish creating your account, you can begin texting after any home office review is completed.

You want to text and call from one number.

Upgrading to the Voice Add-On allows you to make outbound calls from your new number, rather than a personal cell-number or office number.

Choose a New Number

- Find a number in your area code
- Incoming calls are auto-forwarded to your cell
- Number can be used for making outbound calls*
- Call recording and transcription possible*
- Number ready to use when setup is complete

(*with optional add-on)

[MORE INFO](#)

Selecting the right Phone Number for MyRepChat

Getting Your Clients to text your new Number

[GET STARTED](#)

Some considerations:

You'll have a brand new number that you will need to share with clients and contacts to ensure texting communication happens compliantly. We can give you tips on how to make this transition smooth!

Text-enable An Existing Landline

Text-enabling your existing landline allows your contacts to reach you at your office number, streamlining the communication process from the start.

This is a good option for you if:

You have an office number, and you'd like text from it, too.
All you'll have to do is share that clients can now text that number!

Some considerations:

- Outbound calls must be made on your landline, or from your personal cell-phone number.
- This process can take 1-2 business takes to enable on the backend, and will require a Letter of Authorization (LOA) from your traditional or VOIP provider. If you have a VOIP, you will be prompted to start a ticket with our Support team, who can help guide you.
- Some VOIP providers are not as tech-friendly, and cannot be hosted. You can always contact our Support team to discuss what option is best for you!

SMS Enable a landline

612	111	2222
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Please provide the physical address for this phone and the email of the person with the authority to make changes to the phone line.

Delete Me

1234 Happy Street


Plymouth	MN	55442
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tikilauren@gmail.com

Note: By adding texting to your number you are agreeing to let us route sms data to/from MyRepChat. This will not impact your current voice usage, carrier settings, or billing.

CONTINUE

Message

 **Congratulations! You made it though the landline set up. You're not completely done of course, you now have an email from "Hello Sign" in your inbox (check your junk folder too). We will not be able to complete your set up until you sign and submit the digital LOA document.**

CANCEL **OK**