

ITS - Integrated Telemangement Services, Inc., e-newsletter

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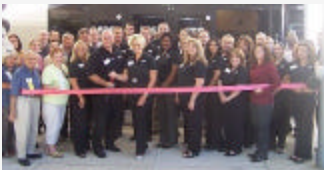
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ITS Ribbon Cutting Ceremony & Open House



On September 12th, ITS celebrated it's new corporate location with a Ribbon Cutting Ceremony and Open House.

Enter to WIN a FREE catered lunch for everyone in your office - see details at the bottom of this newsletter.

Quick Links...

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Dear Cesar Flores,

Welcome to the first edition of the ITS News! electronic newsletter.

This newsletter is intended to be fun and informative. It is our goal to provide you with useful information, tips and tricks for enhancing your communication services, and highlights about our business that touch you. ITS News! is an electronic publication that customers, vendors, and other business partners can subscribe to. When you subscribe to ITS News!, be assured that we will uphold our email confidentiality policy.

Email Confidentiality Policy

ITS is happy to have you as a customer, and since we want to keep you all to ourselves, we promise to never share your email address with anyone, ever.

Message from the President



As cooler temperatures approach and the fall rains start turning our hills green once again and the red leaves fall from the trees, we pause in sober contemplation of the many things, which we have to be thankful. As we sit down to our bountiful Thanksgiving dinner, let us take this opportunity to give thanks to those bravely serving our country, think compassionately of those less fortunate and be humbly grateful for

our many blessings.

I'd like to also take this opportunity to express deep gratitude to our employees, vendors, distributors and clients. The dedication and

What Does it Mean to be "Green"?

Like it or not, businesses in California and beyond are going to be asked - and eventually forced - to take specific measures to become more environmentally friendly. The decade-long debate about climate changes and business' role in increased global temperatures, has settled to the point where legislation is eminent. Businesses of all sizes are going to have to adapt in different ways.

What can I do to help?

Fortunately, there are many things that all of us can do that not only make environmental sense, but financial sense as well.

Save Electricity- The power used by providing our electricity contributes to the environmental challenges. Survey your workplace and home. By turning off lights, the television, and the computer when you are through with them, you can help a lot, and reduce your costs as well.

employees, vendors, distributors and clients. The dedication and support we have received from all is undeniably overwhelming and exceeds any expectations. Thank you for the kind words and positive feedback during your recent visit to our new facility during our Open House celebration.

We at ITS are pleased and thankful to successfully move our company to a larger, more efficient and robust facility, while maintaining our local proximity, dedicated to our community, regional customers and employees. As we anticipate our very special days ahead, most prominent in our thoughts are you, our Clients, whose loyal patronage makes it all possible.

- Sharon

Project GREEN

For the last few years, it seems that we've heard a lot about our declining environment, the green house effect and global warming. So, last year, when we here at ITS sat down and started writing our corporate goals, we decided that we wanted to do our part to help improve the environment. Thus Project **GREEN** was born...

ITS established a goal of becoming a completely paperless company by 2009. Sounds simple, but in reality this is a huge undertaking and requires each and every employee to get involved. So far, we have made great progress, we've:

- Invested in and rolled out a new billing system allowing us to create and store Portable Document Format (aka PDF) versions of our files as well as use electronic notes to keep client records up to date. The system also allows generation of electronic and PDF versions of our phone bills.
- Started offering payments methods where Clients can pay their bill via check or credit card by phone, fax or email (CHAX) or they can set up their account so that their payment is automatically withdrawn from a debit/checking or credit account on a monthly basis.

dioxide, a greenhouse gas, from the air. Planting trees is a great way to reduce greenhouse gases. **Recycle** - Recycle cans, bottles, plastic bags, and newspapers. When you recycle, you send less trash to the landfill and you help save natural resources, like trees, fossil fuels, and elements such as aluminum.

Go Paperless - When ever possible, choose electronic methods for doing business, the Internet and e-commerce is extremely secure these days and by doing things like paying bills and storing information electronically you can make a real impact and likely save money while improving efficiency.

Want to learn more? Here are some sources for more information on the debate:

<http://www.nature.org>
<http://www.epa.gov>
<http://reference.aol.com/>
<http://www.heartland.org/>
<http://www.sepp.org/>
<http://www.worldclimatereport.com/>
<http://www.skepticism.net/>

the damage...

Low-energy computers save their owners as much as \$300 per year in electricity costs...

If every household in the US repalced one package of new figer napkins with 100% recycled ones, it would save one million trees...

The bottom line, every little bit helps!

ITS News! Contributors

Lisa Atwood,

We have come a long way in the last 10 months and now it is time to get you, our clients involved in helping us to achieve yet another step towards becoming a paperless company... We are requesting that all of our clients sign up for our e-bill program.

Signing up is easy; simply call 1-800-876-4ITS and request to be switched to electronic billing. Once you are signed up for e-bill, you will receive an email reminder every month when your bill is due. The reminder email will contain a link to your phone bill.

There are many advantages to e-bill; the ITS e-bill allows you to see your current bill on-line, and you can view previous bills, as well as pull management reports. For a better idea of the benefits, see article entitled "Viewing your Bill Online" below.

As an added bonus, if you sign up for e-bill by November 15, 2007, you will be entered for a chance to win a catered lunch for everyone in your office!

Go Project **GREEN!!**

- Lisa

Tina's Tech-Tips Are you moving?



Since ITS recently moved and experienced first hand, all the planning it takes to properly prepare our business for moving, we thought we would share with you some ideas for making sure your next move is successful! Relocating your Business Telecommunication lines, Telephone systems, T-1, and/or Voice Mail systems is a major undertaking. There are hundreds of little details that must be considered and tasks that have to be completed on time to in order to make sure that the disruption to your business is minimal. Part of this process includes ensuring that your telephone and computer systems are installed correctly and on-time. ITS can help reduce the anxiety and headaches involved with relocating your business telecommunication systems whether it is within your building or across town. When preparing to move, telecommunication service upgrades should also be considered. Collectina and managaina the database for today's telephone lines is a

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April Carew,
Mgr., Client Relations
Daryl Frame,
Mgr., Information Systems
Tina Lembo,
Mgr., Technical Operations
Rick Minyard,
Executive Vice President
Sharon Woods,
President & CEO

Collecting and managing the database for today's telephone lines is a complex and time consuming task, but also a critical one. If it is not properly managed, phones will not work as expected at the new of location. ITS can help manage the process to insure everyone has a working phone the first day!

Here are a few helpful tips:

1. Contact **ITS** to request a move for your local services to your new location **3-4 weeks prior** to your move.
2. When calling be prepared to provide us with the exact date and time in which you want your services moved.
3. Keep in mind that when moving DSL, the DSL service at the new location will not be activated until 3 to 5 business days after the phone line has been activated at the new location. ITS has other solutions for you if this is a problem for your business.
4. Remember to take your DSL modem and filters with you to the new location.
5. Anticipate down time, when moving phone lines to a new location and remember there is a period of time that you will completely lose dial tone until the lines are activated at the new location.

With a little planning, ITS can help make sure that your move will be as smooth and painless as possible. But I can't lie to you: Moving is stressful, but hopefully with these tips, it will be a little less so.

- Tina

Ribbon Cutting & Open House



On September 12th ITS celebrated its new location by opening the doors to customers, vendors and business partners. Over 80 people, including

members of the Simi Valley Chamber who assisted with the Ribbon Cutting Ceremony, attended the event. Everyone enjoyed hors

Cutting Ceremony, attended the event. Everyone enjoyed hors d'oeuvres, refreshments and ITS Travel Mugs that were handed out as appreciation gifts. Sharon Woods, President & CEO gave a short speech thanking everyone for attending and recognizing how the community and employees have played such a major role in the success of ITS.



Caterers' serve Open House attendees hors d'oeuvres

The move to the state of the art new corporate headquarters is an accumulation of over six months worth of work in design and construction from a vision Sharon had for the company. That vision being an open workspace where employees can collaborate and serve customers in a dynamic and automated environment. The move towards a completely automated workplace is driven by Sharon's vision for ITS to be a upstanding corporate citizen and support the environment by going "GREEN." The facility pictured below is truly state of the art and houses not only a gym for employees to work off stress and stay fit, but a beautiful lounge area where employees can relax, collaborate, and celebrate.



Front Lobby view the of open architecture office environment at ITS' new Corporate Office.



ITS Employee lounge area



ITS Employee gym

WIN lunch for everyone in your office!

To show our commitment and enthusiasm for Project **GREEN**, sign up for e-bill by **November 15th** and be entered into a drawing to win a free catered lunch for everyone in your office. It's quick and easy to sign up, simply call 800-876-4ITS and say "sign me up for e-bill!"

Winner will be drawn at random by an ITS Executive and will be notified by phone on November 16, 2007. Winning company will be announced in the next issue of ITS News!. One entry per client. Value of lunch not to exceed \$300.00.

Hurry, offer expires:

November 15, 2007