



How to Establish Employee Concessions

How to establish or update employee concessions:

- You must have an active billing account to establish concessions. You may receive concessions on features or products that exist on your account today.
- Review the concession overview information below.
- The account **MUST** be billed in the employee's name.
- You **MUST** be enrolled in AutoPay (checking or savings only).
- You **MUST** be enrolled in paperless billing.
- You **MUST** submit an Employee Concession Request Form.

How to establish a CenturyLink account and/or make changes to your CenturyLink services:

- Go online at www.centurylink.com
- Contact a Consumer Sales and Care Contact Center:
 - Ensemble Markets (legacy CenturyLink billing): 800-201-4099
 - Your assigned Billing Account Number is 9 digits (Example: 318388900)
 - CRIS Markets (legacy Qwest billing): 800-244-1111
 - Your assigned Billing Account Number is 13 digits (Example: 318-388-9000-011)
- Click [here](#) if you are unsure which market to select.