

Hosted PBX Critical information summary

Information about the service

VoipHub provides a cloud hosted VoIP PBX (telephone system) service for business customers, that allows for calls to be placed and received over an internet connection. The service is hosted in a fully redundant environment with cutting edge infrastructure located strategically to guarantee low latency.

Included features

A full feature set is provided and there are no limitations in functionality or features. Customers will have access to an online portal which will allow complete control over the call flow configuration of their cloud hosted PBX service. Online knowledgebase articles, online chat, email and over the phone support is provided to the customer. There are no monthly subscription charges for access to advanced call flow features such as, IVR menus, call queuing, ring groups, voicemail to email, timebased routing, call recording to email and more. Access to all advanced call flow feature sets are included in the monthly subscription charges.

Information about billing and pricing

All pricing on this critical information summary is displayed in NZD, excluding GST. Please note that all rates and pricing when logged into our customer portal is displayed in NZD, inc GST for New Zealand customers. Hosted PBX services provided by VoipHub are supplied on a prepaid billing model. Sufficient credit must be maintained on the customer billing account at all times, to ensure there are no service interruptions. Prepaid billing models with a negative account balance will automatically have inbound and outbound services restricted. Postpaid billing models with 14-day payment terms, are available on customer billing accounts at the discretion of VoipHub, and a security deposit to cover one month's usage would be required. VoipHub may request an increased security deposit should monthly subscriptions and charges increase. Customers will be provided with a username and password to access an online customer portal, which will allow the ability to control account billing, invoices, payment receipts and history, service subscriptions, and usage reporting. Hosted PBX service usage reports will be automatically emailed to the customer on the 1st calendar day of each month. VoipHub does not provide paperbased invoices, invoices will be emailed through to the nominated email addresses, configured from inside the online customer portal, every time a payment is made. Automatic payments can be setup from stored bank cards, direct debiting facilities or a PayPal account, configured from inside the customer portal.

Hosted PBX service subscriptions are charged to the customers billing account on the 1st calendar day of each month. Hosted PBX service subscriptions apply monthly regardless of how much the system was used in any particular month. 30-day's notice will be provided in the event of a subscription fee change in advance, should the change be in relation to a service subscribed to the customer. Hosted PBX service subscriptions and call rate charges may be subject to change from time to time. International rates and free calls to 50+ destinations are subject to change without notice.

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Full information on all hosted PBX service call plans and rates, can be found from inside the online customer portal, or on request from our support department.

<https://nz.VoipHub.online/customer>

Outbound call rates

Each hosted PBX service user in the customer portal must be assigned their own call plan to make outbound calls. Users without a call plan assigned will not be able to place outbound calls. The customer can assign the PAYG Starter, Included Value or Unlimited New Zealand Plus, to individual users added from within the online customer portal. Customers can mix and match on call plans assigned to users, selecting a call plan adequate for the usage of an individual users, all users do not need to be assigned the same call plans. Call plans that include an unlimited calling package, Unlimited New Zealand Plus, are subject to an outbound simultaneous channel limitation designed for a single user operation. A fair usage policy applies with all call plans that include an unlimited calling package, Unlimited New Zealand Plus. Outbound calls placed to New Zealand and Australian destinations outside included packages of call plans, are charged in one second increments, except for calls to Australian 13/1300 numbers, with no flag falls or connection charges applying. Calls to destinations outside of New Zealand and Australia are charged in 60 seconds increments. The maximum charge for making a 2-minute call to a standard New Zealand mobile destination on the hosted PBX PAYG Starter call plan, would be \$0.16 NZD ex GST. The maximum charge for making a 2-minute call to a standard New Zealand mobile destination on the hosted PBX Included Value call plan, would be \$0.10 NZD ex GST. Hosted PBX service call plans and assigned rates including international destinations can be obtained from within the online customer portal, <https://nz.VoipHub.online/customer>. International rates are enabled by default and can be disabled from within the online customer portal or on written request to our support department.

Cancellation fee and payment charges

There is no cancellation fee for hosted PBX services. The table below outlines the charges that are applicable for late payments on post-paid customer billing accounts and account suspension reconnections. Invoices for post-paid customers that are overdue by 7-days will be issued a \$13.04 late payment charge. This charge does not apply to prepaid customer billing accounts. Customer accounts that are suspended for nonpayment will be issued a \$47.82 charge for the reconnection of service.

Description	Price NZD (exc GST)
Post-paid account late payment charge	\$13.04
Reconnection of suspended service	\$47.82

Service installation and restrictions

- a. Premium rate numbers (0900) cannot be dialled from a hosted PBX service. Calls placed to 0900 New Zealand destinations will not connect.
- b. Quality of the hosted PBX service is dependent on the customer's internet connection to the VoipHub network.
- c. Caller ID cannot be guaranteed to international destinations with the hosted PBX service.

Service suspension and cancellation for non-payment

If a billing account is overdue by more than 30-days, VoipHub reserves the right to suspend the service. Should the billing account remain overdue for more than 60-days, the service will be cancelled and all inbound numbers (DDI's) will be released. Numbers, once released, cannot be re-connected.

Call diversion rates

External call diversions can originate from various features from within the call flow configuration, a User, Call Queue, Ring Group, Call Diversion, and DISA objects. Call diversions that originate from a User feature will be charged the rates that are associated with the call plan assigned to that specific User. Call diversions that originate from any feature outside the User object will be charged the rates that are assigned to the PAYG Starter call plan. As an example, a 2-minute diversion call to an external New Zealand landline, from a Ring Group object would be \$0.04 NZD ex GST, a 2-minute diversion to an external New Zealand mobile from a Call Queue object would be \$0.16 NZD ex GST.

Fair Use policy

All hosted PBX services are protected by a fair usage policy. The fair usage policy has been specifically designed to protect the quality and service of the VoipHub network. Should it be determined that the hosted PBX service is being used in an inconsistent manner, with the normal inbound and outbound usage patterns, for the service selected, VoipHub has the right to suspend or disconnect the hosted PBX service immediately. Additionally, VoipHub reserves the right to automatically move the service over to an adequate call plan for the usage patterns if the fair usage policy is violated. Should the fair usage policy be breached a warning notification will be sent to the customers registered email address. Examples of inconsistent usage would be, utilising a unlimited calling plan for telemarketing purposes, the usage of a unlimited calling plan by another carriage service provider for the purpose of reselling the traffic, or connecting an automated dialler to a unlimited calling plan device.

Additional information

Account balances and service usage information can be obtained from within the online customer billing portal: <https://nz.VoipHub.online/customer> document only outlines the critical information

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summary and should be read in conjunction with the VoipHub Master Services Agreement, Voice (IP) Service Schedule and SLA, Porting Terms and Conditions, and service policies. A full set of terms and condition can be located at <https://nz.VoipHub.online/legal>.

You can contact us at

support@voiphub.co.nz

Complaint resolution

If you wish to make a complaint, please contact VoipHub using details published on our website. We take complaints very seriously and assure you that any matter you raise will be carefully investigated. However, if you have exhausted all venues for resolving your complaint within VoipHub and are still not satisfied with the outcome, you may seek further assistance from Telecommunications Industry Ombudsman (TDR) by phone on 0508 98 98 98.