

# Transitioning Your IT to Cortavo: A Simple & Worry-Free Guide

Partnering with the wrong IT provider isn't just a headache; it can also have enormous consequences for your business, wasting not only your hard-earned money but also potentially losing you customers.

If your current IT provider isn't getting the job done or is limiting the growth of your SMB, the good news is you're not stuck with them. Switching to Cortavo is easy.



## Transitioning your IT to Cortavo is a quick, four-step process



Let your IT provider know you are terminating their services.



Fill out our onboarding sheet.



Schedule a meeting between Cortavo and your old provider so we can review their documentation.



Let us take care of the rest.

## Frequently Asked Questions

**How much notice do I need to give my current provider?** That will depend on the conditions of your contract, but many IT providers require a 30-, 60- or 90-day notice that you're terminating their services.

**What information do you need from us?** At your first onboarding meeting, we'll help you fill out a tech sheet that details your equipment, ISP, printers, network and other important info. We'll also have you fill out and sign a business credit application and approve the hardware, software and services that we'll provide.

**How is Cortavo different from my current provider?** Cortavo is one of the only all-inclusive IT providers in the industry. We've customized our services to SMBs with a simplified price model that scales with your business. While other IT providers offer basic services a la carte, Cortavo fully manages your entire IT infrastructure, including hardware, software, communications and support — all at one flat rate, with no hidden fees or surprises.

If you would like to learn more about how Cortavo can unburden your business of complicated IT issues and support your company's growth, call us at (866) 267-8286 or contact us through [www.cortavo.com](http://www.cortavo.com).