



Portal E911 Address Update Process

Follow the directions below to update your address in the TeleVoIPs portal for emergency services.

1. Login to the TeleVoIPs Portal

- Navigate to portal.televoips.com to access the TeleVoIPs portal.
- Enter your username (company email) and password then click “Log In”.
- If you don’t already have a TeleVoIPs portal account, please register by using the link below:
<https://portal.televoips.com/register>

A screenshot of the TeleVoIPs login page. At the top is the TeleVoIPs logo with the tagline 'Business Phone Solutions'. Below the logo is a 'Welcome' message: 'Enter your email address and password to access the portal.' There are two input fields: 'Username*' with the value 'support@televoips.com' and 'Password*' with masked characters. A 'Forgot your password?' link is next to the password field. A red 'Log In' button is at the bottom. At the very bottom, there is a link: 'Don't have an account? Register Now'.

2. Create E911 Location

- On your TeleVoIPs portal dashboard, click “Create Location”.

A screenshot of the 'EXTENSION E911 LOCATION' page in the TeleVoIPs portal. The page title is 'EXTENSION E911 LOCATION' in blue. There is a red 'Create Location' button with a plus icon, and a yellow arrow points to it from the right. Below the button, the current location information is displayed: 'Extension 4206', 'DEFAULT LOCATION', '1130 BELL SHOALS RD', 'BRANDON, FL 33511', and 'United States'. At the bottom, there is a red 'Update' button with a refresh icon.

- b. Enter the Location Name, Address Line 1, City, State, Zip Code, and Country of the new address and then click “Save”.

Create E911 Location

Location Name
Brandon Office

Address Line 1*
1130 BELL SHOALS RD

Address Line 2

City*
BRANDON

State Code*
Florida FL

Zip*
33511

Plus Four

Country*
US

Caller Name

Save

- c. Confirm that the address is correct and click “Accept and Save”.

Create E911 Location

⚠ Notice Please review the reformatted address, if it is correct then Accept and Save the location.

Submitted Address

1130 BELL SHOALS RD
BRANDON, FL 33511
US

Reformatted Address

1130 BELL SHOALS RD
BRANDON, FL 33511
US

Accept and Save

< Back

3. Update E911 Location

- a. After you create your location, go back to the TeleVoIPs portal and click “Update”.
- b. Select your current location from the drop down list.
- c. Click “Save” to update your location.

EXTENSION E911 LOCATION

Create Location

Extension 4206

DEFAULT LOCATION
1130 BELL SHOALS RD
BRANDON, FL 33511
United States

Update

Edit Extension

Extension
4206

Emergency Location
Brandon - Main Office - 1130 BELL SHOALS RD BRANDON, FL 3...

Personal Location(s)

Default Location(s)
Brandon - Main Office - 1130 BELL SHOALS RD BRANDON, FL 33511

Save