

Telecommunications Service Request (TSR)

Southern Illinois University Carbondale
<http://oit.siu.edu/telecommunications>

Mailcode 6837
Telephone No. 453-2484
FAX no. 453-4000

1. BILLING INFORMATION

Requested Due Date:

Department Account Title:

Installation Charges:
(AIS Budget Purpose No.)

Mailcode:

Recurring Charges:
(AIS Budget Purpose No.)

Dept. Location:

Contact Person:

Telephone No:

Email:

Fax No:

Fiscal Officer's Name

Fiscal Officer's Signature:

Date:

2. RELATED INFORMATION

Work Location:

Telephone Number(s):

Type of Telephone Features:

- Single Line
- Multi-Line
- Cellular
- Other

3. DESCRIPTION OF WORK (Use Additional Sheet if Necessary)

DO NOT WRITE BELOW THIS LINE

TSR Number: _____

Entered by: _____

Date: _____

Vendor Number: _____

Completed by: _____

Date: _____

MAIL (Mailcode 6837) OR **FAX** (453-4000) TO SIUC TELECOMMUNICATIONS.