

Toll Free Service - CBL

Section 1: Government Specific Information

Service Information			
Service Requested:	Toll Free Service		
Agency Name:	DFAS Charleston		
Agency Service Request No.:	(Internal Tracking Number for your use highly recommended)		
	123-4567		
Agency Billing Code:	5678	Service Due Date:	(Add 21 business days from today)
			December 14, 1999
Hierarchy Code:	(Agency Specific. Assigned by DAR)		
Price Quote:	N/A		
Purchase Order No.:	N/A		
Project No.:	N/A		
Billing Type:	Choose One: <input checked="" type="checkbox"/> Centralized Billing <input type="checkbox"/> Direct Billing		
Notification Status:	N/A		

Designated Agency Representative Information					
First Name:	John				
Last Name:	Doe				
Address:	1234 Main Street, Suite 1				
City:	Charleston	State:	SC	Zip:	55555
Email:	John.Doe@DFASCharleston.gov				
Phone:	(123)555-1212				

Originating Local Government					
First Name:					
Last Name:					
SDP ID Originating:					
Address:					
City:		State:		Zip:	
Email:					
Phone:					

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Terminating Local Government Contact					
First Name:					
Last Name:					
SDP ID Originating:					
Address:					
City:		State:		Zip:	
Email:					
Phone:					

Service Coordinator Information					
First Name:		Joann			
Last Name:		Lindberg			
Address:					
City:		State:		Zip:	
Email:					
Phone:		(703)902-6147			

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Section 2: Setup Information

Account Team Information

Lead Sales Rep Information:			
First Name:	Steve		
Last Name:	Scott		
SSN:	Vnet:	Bonus %:	
Email:	Steven.Scott@wcom.com		ERV %:

Order Information

General			
Attention OE Hub Rep Name:			
Standard Interval:			
Choose One:	<input type="radio"/> Standard Interval (above)	<input checked="" type="radio"/> Requested Due Date (below)	Expedite: <input type="radio"/> Yes <input type="radio"/> No
If Requested Due Date, Indicate Date:	(Same as Service Due Date on Section 1: Service Information)		
	December 14, 1999		
Order Type:	<input type="radio"/> CBL <input type="radio"/> None		
Will this CBL be used in conjunction with VNET Access Integration DTO/NCR?:	<input type="radio"/> Yes <input type="radio"/> No		
Is this number:	<input checked="" type="radio"/> New Install <input type="radio"/> Ported Toll-Free <input type="radio"/> N/A		
Verification of Order:			
Do you have an LOA for this order?:	<input type="radio"/> Yes <input type="radio"/> No		
It is the Branch/Account Team's responsibility to ensure that an LOA is obtained and on file at their MCI location			
Who will conduct verification of this order?:	<input checked="" type="radio"/> Branch/Account Team <input type="radio"/> Hub <input type="radio"/> No Verification – sensitive customer		
Verification Contact Name:			
Verification Phone #:	Hours Available:		
If Branch/Account Team, person that verified:	Joann Lindberg		
Date Verified:			
If No Verification, the Branch/Account Team is accepting responsibility for the Accuracy of the information contained in the order.			

Related Order Information

Are There Related or Integrated Orders?:	<input type="radio"/> Yes <input type="radio"/> No
Specify Related Order Numbers or Product Types:	

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Billing Information

General			
Corporate ID:		Toll Free Corporate ID:	
Billing ID:	<input checked="" type="radio"/> New <input type="radio"/> Existing		
If Existing, Billing ID Number:			
NASP ID:		Sales City:	154
Promo Code:			
Promo Level:		Term:	
Company Billing Mailing Address Information:			
Industry Type:	Government		
Name:	Jane Doe		
Address:	DFAS, 6789 Oak Court		
Suite or Room #:	Room 21		
City:	Charleston		
State:	SC	Zip:	78910
Country:	USA		
Billing Contact Information			
First Name:	Jane		
Last Name:	Doe		
Title:	Comm. Specialist	Fax #:	(555)111-2222
Phone #:	(555)111-2223	Contact Extension:	X222
Billing Options			
Call Detail:	<input type="radio"/> Paper <input type="radio"/> Mag Tape <input type="radio"/> Both <input type="radio"/> N/A	If Mag Tape or Both, Then Tape Type:	<input type="radio"/> Tape, Low, ASCII <input type="radio"/> Tape, High, ASCII <input type="radio"/> Cartridge, High, ASCII <input type="radio"/> N/A

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Remarks Information

Remarks:	(Describe in your own words the service requested)
We require that our 888 service be switched from AT&T to MCIWorldcom.	