

Louisiana Office of Telecommunications Management Pager Order Form (OTM 24)

(Please provide all of the requested information.)

Request Date _____ Agency _____ User's Name _____ AU _____ User's Phone Number _____
(Including Area Code)

Agent Access Account Number _____ Contact Person/Telecommunications Coordinator (TC) _____
(If Applicable) (Name and Phone Number)

1. Action requested (please mark one) New Pager Upgrade Replacement (Broken) Replacement (Lost) Return (Broken) Return (Still Works)

2. If new pager requested, is this (please mark one) Purchase Rental Should it be part of a group page? Yes No If existing, provide number: _____

3. If replacement or upgrade, please provide the following
Equipment Serial Number _____ Cap Code _____ Should it be part of a group page? Yes No If existing, provide number: _____

Pager Number _____ PIN _____

Pager Equipment

4. If this is a new install/upgrade/replacement should it be (mark only one) Numeric Alphanumeric 2-Way

5. Available options (mark desired option(s)) Voice Mail Email* Vanity Name**
*Only available on an alphanumeric pager, please provide user's email address _____
*Only available on a 2Way pager, please provide user's desired email name _____

6. If new install/upgrade/replacement, what type of coverage is requested? Statewide National Regional No change to service
(mark only one)

7. Is insurance requested? Yes 8. Is maintenance requested? Yes

Distribution Information

OTM neither delivers nor ships pagers within the Baton Rouge area. OTM will contact Baton Rouge agencies when the pagers are ready for pickup. If agency is located outside of the Baton Rouge metropolitan area, please check the box (Ship or Call) to indicate how the pager is to be delivered.

Ship Ship to Address: _____
Name and Telephone Number of Delivery Site Contact: _____

Call (for pick up) Name and Telephone Number of Person to Notify: _____

NOTE: Rental pager returnable to OTM on demand. If pager is lost, agency will be billed for replacement value, depending on device type.

OTM-24 (12/06)

Print and fax the completed form to OTM at 225-219-7775.