DEPARTMENTAL VOICEMAIL CHANGES

Please complete, sign and fax back to the Telecommunications Department. Requests are usually processed the same day, and you will receive instructions.

REQUEST TO ADD VOICEMAIL (NO CHARGE)

Department: __________________________
Extension: __________________________
Name: ______________________________
Effective Date: ______________________
Fax Number: _________________________
Email address: _______________________

DEPARTMENT HEAD, DEAN OR DIRECTOR

Tel 865.5206 fax 865.6740