

Telecommunications Department (Building 41)  
6823 St. Charles Ave.  
New Orleans, LA 70118

Phone (504) 865-5206  
Fax (504) 865-6740



## ADMINISTRATIVE LONG DISTANCE FORM

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Long distance codes are only necessary to place international calls. We will email the code and dialing instructions to each person.

NAME	PHONE #	CIRCLE ONE	FOR OFFICE USE
		ADD, CHANGE DELETE	
		ADD, CHANGE DELETE	
		ADD, CHANGE DELETE	
		ADD, CHANGE DELETE	
		ADD, CHANGE DELETE	
		ADD, CHANGE DELETE	
		ADD, CHANGE DELETE	
		ADD, CHANGE DELETE	

\_\_\_\_\_  
DEPARTMENT HEAD, DEAN OR DIRECTOR