UAB RADIO PAGING

100 Burleson Bldg, 909 18th Street South, Zip 4370 - Phone: 934-2599
www.paging.uab.edu

Pager Service Request Form

For UAB Radio Paging Office Use ONLY!			
Pager No.	**Serial No.**	**Cap Code**	**Date Entered**
Date Issued	**Model No.**	**Group No.**	**Date Sent to Call Ctr**

Instructions:
TYPE OR PRINT

1. To **Request New Pager** or Alaphamate, Complete Section 1 with Appropriate Signatures
2. To **Change Assignment** or **Transfer** Pager, Complete Section 1 for New User & Section 2 for Previous User
3. Submit Form to **FAX: 975-6214** or **E-mail: paging@uab.edu**. You will be Called when Pager is Ready for Pick Up

Section 1

Request For: **New Pager**   **Assignment Change**   **Account Change (Internal)**   **Dept/Div Transfer**

Alphamate (Keyboard Device to Page Via - Modem Line Needed)

UAB Act String:_____   **Dept**:_____

HSF Act:_____   Div:_____

User Name:_____   Alias/Nickname:_____
            Last   **First**   **MI**

User **Title**:_____   Employee or Blazer **ID**:_____

Campus Address:_____   Phone:_____
            Bldg Abbrev (i.e. AB, NP, LHRB)   Room   Campus   Home or Cell

GROUP Needed (if applicable) (i.e. Code 10, Diversion, etc.):_____

List PAGER on Web Site (www.paging.uab.edu)?   YES   NO

> ### READ CAREFULLY!
> It is understood that due care must be exercised in the pagers use; Damage or Loss of Pager will result in a $100 charge & will be reported immediately to UAB Radio Paging at 934-2599. Upon termination of employment, the pager will not be taken but returned to Radio Paging at 100 Burleson Bldg, 909 18th St South. NOTE: Assistance with OUTSIDE Pager issues is available from Radio Paging's office, 100 Burleson Bldg, MON-FRI, 8:00 a.m.-5:00 p.m. ONLY; NO assistance is available after hours.

_____   _____

User's Signature   **Financial Signature (Unsigned Request will not be Processed)**

                                                _____
                                                Financial Name **(PRINTED)** & Extension

Contact Person for Pager Pickup: _____
                              Name   E-mail or Phone Number

Section 2

Previous User:_____   Employee I.D.: _____

Pager No.:_____   Effective Date of Change:_____

NOTE: ACCOUNT Changes May be Done Via E-mail to paging@uab.edu or Memo Faxed to 975-6214

Additional Paging Services:
1. Web Paging
2. Web Group/Scheduled Paging-Call Jimmy Alford at 4-7213
4. E-Paging-Call 4-2599
5. Same Pager # Loaners (BUR 100 & LHRB 202)

Other Services:
1. FCC Licensing
2. Two-Way Radio Systems
3. Southern LINC