

Telecommunications Department
6823 St. Charles Ave.
New Orleans, LA 70118

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



ADMINISTRATIVE LONG DISTANCE FORM

DATE: _____

DEPARTMENT: _____

ACCOUNT NUMBER: _____ NATURAL ACCOUNT: _____

GRANT ACCOUNTS		
PROJECT: _____	TASK: _____	AWARD _____

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	

Note: If moving a code from one department to another, please notify us in writing giving us the new department and new account number.

DEPARTMENT HEAD, DEAN OR DIRECTOR

The Telecommunications Fax Number is 6740 and the office number is 5206.