



Please list the extensions as you would like them to appear on the Dterm (multi-line) phone form below. Indicate any extensions that you want to have ring (vs. only flash) on the Dterm by writing 'R' next to the extension. When you are done filling out this form, fax it to extension 7-3810. If you have any questions, please feel free to call the Telecommunications Help Desk at extension 7-3800. Thank you.

# DTerm Series I/IP

## 8-Button

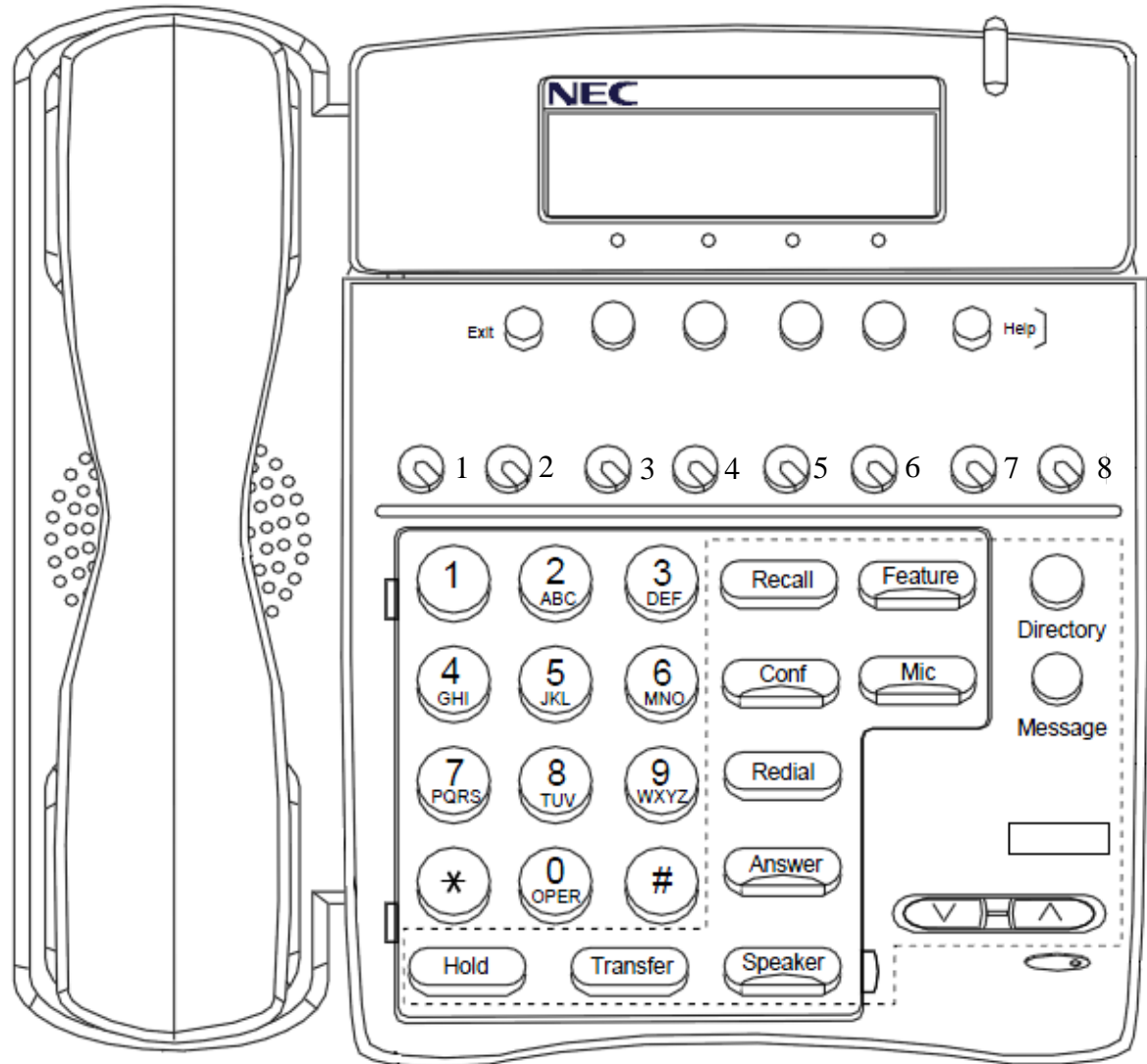
Department: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Contact's Phone: \_\_\_\_\_  
 Account # to Charge: \_\_\_\_\_  
 Authorized Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

- Fees:
- Delete an extension on a Dterm: \$51
  - Add an extension to a Dterm: \$102
  - Add a feature: \$51
  - Change a single line phone to a Dterm phone: \$153
  - Purchase a Dterm Series I: \$150
  - Purchase a Dterm Series IP: Call for estimate

Special Notes: Extension: \_\_\_\_\_

- Key 01: \_\_\_\_\_ (Main Extension)
- Key 02: \_\_\_\_\_
- Key 03: \_\_\_\_\_
- Key 04: \_\_\_\_\_
- Key 05: \_\_\_\_\_
- Key 06: **FWD-BY**
- Key 07: **FWD-NA**
- Key 08: **FWD-ALL**

**\*\*New rates are in effect as of April 22, 2011\*\***



All requests require a minimum of a 2-week notice from October through April and 4-week notice for May through September.