

Request for Qwest WITS2001 Billing Account Code (BAC)

Designated Agency Representative (DARs) may use this form to establish new BACs or update existing BACs. Please complete this form on-line, save, print and fax to GSA on 202-205-2812, attention Hermione Hodge at 202-260-6403, or call Paula Brown at GSA for further assistance on 202-260-6404.

Complete one form per BAC

Establish New Billing Account Code (BAC)		
New BAC(s) Name:		
New BAC Street Address:		
City:	State:	Zip:
AB Code (required):		
FTS Hierarchy Code(optional):		
Disconnect/Abolish Existing BAC(s)		
BAC Name(s):		
Change Address For BAC		
BAC Name		
New Street Address:		
City:	State:	Zip:
Give BAC Access to Designated Agency Representatives (DARs) / Order Enters		
Name:	Check Authorization Level	
BAC(s):	<input type="checkbox"/> Obligate Funds	<input type="checkbox"/> Order Entry
Give BAC Access to Designated Agency Representatives (DARs) / Order Enters		
Name:	Check Authorization Level	
BAC(s):	<input type="checkbox"/> Remove all access	<input type="checkbox"/> Change to Order only
Agency and DAR Information (required)		
Full Agency Names (top level agency down to requesting entity):		
Billing Account Number:		
Billing Status: <input type="checkbox"/> Centralized <input type="checkbox"/> Direct		
DAR:		
Phone:		
Date:		

Applicant Name (please print)

Applicant Signature

Date