STATE OF MARYLAND
DEPARTMENT OF BUDGET & MANAGEMENT
TELECOMMUNICATIONS DIVISION

REQUEST TO ADD/CHANGE/DELETE
PBX BILLING INFORMATION

This form applies only to the following locations served by a Private Branch Exchange (PBX) and billed by the Department of Budget & Management:

(Please check the applicable location)

___ Annapolis State Office Complex
___ Baltimore State Office Complex
___ Borgerding District Court/Multi-Service Center
___ Sweeney District Court/Multi-Service Center
___ Risteau District Court/Multi-Service Center

Contact Name: _____
(TC/FC)
Contact Telephone Number: _____

Agency Name & Billing Address: _____

Station #	Current BAC	New BAC

(Attach additional sheets if necessary)
Effective Date: _____

_____
Authorized Signature Date

Questions should be directed to Stephanie Hoover at 410-767-4180 or 1-800-705-3493. This form can be faxed to 410-333-5163