



**RESEARCH TECHNOLOGY SUPPORT
New Account Request Form**

A non-contract, or blanket, account form is used by Research Technology Support to enter client information into our database and perform monthly billing for any work not directly covered by a contract agreement.

If you would like to **create or update** your account with RTS, please complete the following form and fax back to extension 29345 or forward via campus mail to route **1117**. Thank you!

CLIENT INFORMATION:

REQUESTED BY: _____

DEPARTMENT: _____

PHONE : _____ MAIL ROUTE: _____

BUILDING: _____ ROOM : _____

ADDITIONAL AUTHORIZED USERS:

BILLING INFORMATION:

FRS Account # _____

EDS Code: ___ ___ ___ (___)

Authorized Signature:

Date: _____

FOR RTS Internal Use Only:
_____ Assigned Dept Code
_____ Date Entered