



# ITS Telecom Administration

telecomadmin.gmu.edu | 703.993.3546

## Form 20: Request for VITA Conference Bridge

Agency ID 0247

### Authorization Information

Last Name	<input type="text"/>	First	<input type="text"/>
Street Address	<input type="text"/>	MSN	<input type="text"/>
Building/Room	<input type="text"/>	City	<input type="text"/>
		VA	Zip Code <input type="text"/>

### Primary Contact Information

Phone No.

Email

### Internal (Mason) Billing Information

Fund/Org Code to Charge

### Conference Bridge Service(s) Please check all services requested.

- |                          |   |  |  |
|--------------------------|---|--|--|
| <input type="checkbox"/> | 1. Reservationless Audio Conferencing   | 4 to 5 cents / min.<br><i>(per person)</i>                                   | Standard service that does not require reservations and can accommodate up to 125 participants.                                |
| <input type="checkbox"/> | 2. Operator-assisted Audio Conferencing | 19 cents / min.<br><i>(per person)</i>                                       | Enhanced service that permits reservations up to 30 minutes prior to the event and can accommodate up to 10,000 attendees.     |
| <input type="checkbox"/> | 3. Event Services Audio Conferencing    | 28 cents / min.<br><i>(per person)</i>                                       | For high-profile meetings, event calls are similar operator-assisted calls, with additional capabilities and support.          |
| <input type="checkbox"/> | 4. VITA Data Conferencing               | 20 cents / min.<br>or \$109 - \$191<br>unlimited usage<br>per user per month | Web service that allows leader to post materials and conduct live trainings, presentations, or product review sessions online. |

### Authorized Signatures Please print name after signature.

Telecom Coord.	<input type="text"/>	Date	<input type="text"/>
Dept. Head	<input type="text"/>	Date	<input type="text"/>
OSP <i>(if needed)</i>	<input type="text"/>	Date	<input type="text"/>

FAX completed REQUEST to 703.993.3541