TEXAS TECH UNIVERSITY SYSTEM

Communication Services™

Phone: (806) 742-2000 Fax: (806) 742-1343

Request for Online Bill Access / Cancellation

Date Requested: _____ **Dept. Name:** _____

Requestor: _____ **Dept. Phone #:** _____

Access Request:
By granting access to the online bill viewer, the viewer will automatically have access to view all bills for FOP's that contain their home ORGN.

FUND	ORGN	PROG

Cancellation Request:
The only way to remove a viewer's access to view bills for FOP's that contain their home ORGN, is to remove their access entirely.

☐ Check this box to remove all access

FUND	ORGN	PROG

Personnel to receive Access/Cancellation:

Name:	***Select One***	eRaider Username:	TechID:
	○ Access ○ Cancel		
	○ Access ○ Cancel		
	○ Access ○ Cancel		
	○ Access ○ Cancel		
	○ Access ○ Cancel		

Signature of Financial Manager

Print Name: _____ **Date:** _____

Signature Required: _____

(Authorized Signature Required)

Please e-mail request to BillingSupport.CommSvcs@ttu.edu or mail to Mail Stop 1131 or Fax to 806-742-1343

For Office Use Only:

Emailed: ☐

Telesoft: ☐ Entered By: _____ Date: _____