

Louisiana Office of Technology Services Network Services SMARTRing Service Order Form (NS-13)

OTS-NS Order Number _____
(To be assigned by OTS-NS)

page 1 of _____

Agency Cost Center Number _____ Due Date Requested _____
Department _____ Prepared By _____
Office _____ Date Prepared _____
Local Contact-Cust Node 1 _____ Local Contact-Cust Node 2 _____
Telephone Number _____ Telephone Number _____
Email Address _____ Email Address _____

TC Approval

AT&T Master Billing No. _____
(To be assigned by OTS-NS)

OTS-NS FlexServe No. _____
(To be assigned by OTS-NS)

AT&T Service Requested—Ring Level Detail

Action Required (check appropriate boxes)

New Install Change Existing Move Disconnect

If this is an existing service, indicate circuit ID and/or earning number.

Circuit ID _____

Earning Number _____

Type/Size Ring

OC3

OC12

OC48

Service Required (check appropriate boxes)

Add Disconnect

Customer Node on Ring

Complete Customer Address _____

Location information _____

Central Office Node on Ring

Central Office Address _____

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Changes to Existing Circuits (check appropriate boxes)

Move circuit ID _____ to go from location _____
to location _____ on STS Timeslot _____

New circuits to ride the ring

Type DS1 DS3 PRI OC3 Quantity _____

From node _____ to node _____ on STS Timeslot _____

AT&T Service Requested—DS3 Level Detail

Action Required (check appropriate boxes)

Add DS3

Number of DS3s 28 Channel System* FlexServe Channelized

New Circuit IDs _____

Disconnect DS3

Number of DS3s 28 Channel System* FlexServe Channelized

Existing Circuit IDs _____

Earning Numbers _____

*When adding/disconnecting a megalink to an existing DS3 or 28 channel system, the connecting facility assignment information should be sent on **NS-12 Circuit Order Form** along with this form.