

**UAB RADIO PAGING**  
101 Medical Towers Bldg, 1717 11th Avenue South, Zip 4410- Phone:205-934-2599  
[www.paging@uab.edu](http://www.paging@uab.edu)  
**Pager Service Request Form**

**For UAB Radio Paging Office Use ONLY!**

<b>Pager No.</b>	<b>Serial No.</b>	<b>Cap Code</b>	<b>Date Entered</b>
<b>Date Issued</b>	<b>Model No.</b>	<b>Group No.</b>	<b>Date Sent to Call Ctr</b>

**Instructions:**

**TYPE OR PRINT**

1. To Request New Pager or Alaphamate, Complete Section 1 with Appropriate Signatures
2. To Change Assignment or Transfer Pager, Complete Section 1 for New User & Section 2 for Previous User
3. Submit Form to FAX: 975-6214 or E-mail: [paging@uab.edu](mailto:paging@uab.edu). You will be Called when Pager is Ready for Pick Up

**Section 1**

Request For:

☐

New Pager

☐

Assignment Change

☐

Account Change (Internal)

☐

Dept/Div Transfer

☐

Terminate Pager

UAB Act String: \_\_\_\_\_

Dept: \_\_\_\_\_

HSF Act: \_\_\_\_\_

Div: \_\_\_\_\_

User Name: \_\_\_\_\_

Alias/Nickname: \_\_\_\_\_

**Last**

**First**

**MI**

User Title: \_\_\_\_\_

Employee or Blazer ID: \_\_\_\_\_

Campus Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Bldg Abbrev (i.e. AB, NP, LHRB)

Room

Campus

Home or Cell

GROUP Needed (if applicable) (i.e. Code 10, Diversion, etc.): \_\_\_\_\_

List **PAGER** on **Web Site** ([www.paging.uab.edu](http://www.paging.uab.edu))?

☐

YES

☐

NO

**READ CAREFULLY!**

It is understood that due care must be exercised in the pagers use; Damage or Loss of Pager will result in a \$100 charge & will be reported immediately to UAB Radio Paging at 934-2599. Upon termination of employment, the pager will not be taken but returned to Radio Paging at 101 Medical Towers Bldg, 1717 11th Avenue South. NOTE: Assistance with OUTSIDE Pager issues is available from Radio Paging's office, 101 Medical Towers Bldg, MON-FRI, 8:00 a.m.-5:00 p.m. ONLY; NO assistance is available after hours.

User's Signature \_\_\_\_\_

Financial Signature (Unsigned Request will not be Processed) \_\_\_\_\_

Financial Name (PRINTED) & Extension \_\_\_\_\_

Contact Person for Pager Pickup: \_\_\_\_\_

Name

E-mail or Phone Number

**Section 2**

Previous User: \_\_\_\_\_

Employee I.D.: \_\_\_\_\_

Pager No.: \_\_\_\_\_

Effective Date of Change: \_\_\_\_\_

**NOTE: ACCOUNT Changes May be Done Via E-mail to [paging@uab.edu](mailto:paging@uab.edu) or Memo Faxed to 975-6214**

**Additional Paging Services:**

1. Web Paging
2. Web Group/Scheduled Paging- email [callcenter@uabmc.edu](mailto:callcenter@uabmc.edu)
4. E-Paging-Call 4-2599
5. Same Pager # Loaners (MT 101 & GSB 490)

**Other Services:**

1. FCC Licensing
2. Two-Way Radio Systems
3. Southern LINC