

FUJIFILM - SMS Portal Change Request Form

Commercial in Confidence

Disclose to; Client / Finance / BA&T
Author; FBAU Marketing
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Please ensure all details are correct and complete to enable us to make your requested changes quickly.

Company Name		Requestor Contact Name	
Portal Name		Phone	
		Email	

Make Changes to Users

Add new users		
User 1	Full name	
	Preferred user name	
	Email address	
	Mobile number	
User 2	Full name	
	Preferred user name	
	Email address	
	Mobile number	
User 3	Full name	
	Preferred user name	
	Email address	
	Mobile number	

Remove users	
1 Full name	
1 User email	
2 Full name	
2 User email	
3 Full name	
3 User email	

Make Changes to Numbers

Functionality	Request New Dedicated Number	Terminate Dedicated Number
Net Promoter Score (NPS) (Dedicated Number required)		
Keywords - Inbound Comms (Dedicated Number required)		
Chat Messaging (Dedicated Number required)		
Each separate function requires a Dedicated Number . Each Dedicated Number will be charged for on a monthly basis (see contract details).		

Request new / existing AS ID (Alphanumeric Sender ID)
Name for Alpha Tag (max 11 characters)
On request of an AS ID we will send our application form. Please provide contact email.
Requestor email

Submit

On submission, your request will be sent to FUJIFILM Technical Support.

Office Use

Technical Support Operator	Date received by TSC	Date sent to CSO