

**REQUEST FOR MISCELLANEOUS ACCOUNT NUMBER**

**AS547**

To request a Miscellaneous Account Number, please complete this request and e-mail it to [bursar@lsu.edu](mailto:bursar@lsu.edu) or fax the request to 225-578-3969.

Once the Miscellaneous (MOT) account is established, the requestor will be notified via e-mail. For any assistance with the established account, please contact Danielle Lavergne at [dlavergne@lsu.edu](mailto:dlavergne@lsu.edu).

**SECTION 1: REQUESTOR INFORMATION**

Name	LSU ID
Department	E-mail
Phone Number	Fax Number
Reason Needed	

**SECTION 2: ACCOUNT/CONTACT INFORMATION**

Company Name		Phone Number	
Billing Address			
City	State	Zip Code	

Contact Name	Contact Phone Number
Contact E-mail	Work Order # (Facilities Services Only)

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**FOR ACCOUNTING SERVICES USE ONLY**

LSU Miscellaneous Account Number \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_