



BLAC KSBURG
electronic village

1770 Forecast Drive
Blacksburg, VA 24060
(540) 231-4786 (voice)
(540) 231-2139 (fax)
bev-office@bev.net

Community Connections Premium

Applicant

Contact Name		
Group Name		
SSN/TaxID/FRS (required for billing)		
Street Address or P.O. Box		
City, State, ZIP		
Contact Phone	(H) _____	(W) _____
Notification e-mail:		

Account

1	Name of Web site http://www.yourdomain.org	
2	E-mail Account #1 xxx@yourdomain.org	username: _____ password: _____ mail forwarding: _____
3	E-mail Account #2 (optional)	username: _____ password: _____ mail forwarding: _____
4	E-mail Account #3 (optional)	username: _____ password: _____ mail forwarding: _____
5	Listserv Name	
6	Listserv Name	

Billing **\$87/year** (Billing address only if different from above)

Group Name	
C/O Street Address or P.O. Box	
City, State, ZIP	

Signatures

I am assuming all responsibility for all activity associated with this Community Connection account. I have read the policy on *Acceptable Use of Information Systems at Virginia Tech* and I understand fully and agree to abide by the principles and guidelines it contains.

Applicant signature Date

Parent or guardian signature if applicant is under 18 years of age

Instructions

- BEV Community Connections accounts are provided with:
- ▣ one (1) Web site
 - ▣ DNS service for your domain
 - ▣ MX record for your e-mail
 - ▣ one (1) Web-based group calendar
 - ▣ three (3) e-mail accounts
 - ▣ two (2) mailing lists

1 Fill in the name of your requested Web address where **xxxx** is indicated. Your Web address will be your domain name.

2-4 Choose usernames such as *ourchurch* or *lionsclub* in place of **xxxx**. Your E-mail address would be *ourchurch@yourdomain.org*. Choose a password (must be 6-8 characters in length with at least 1 non-alphabetic character). Enter an address that you want this E-mail account forwarded to if different from the one being created. (Mail forwarding is optional).

5-6 Enter the names of your E-mail mailing lists where **xxxx** is indicated. This can be any length and it is recommended that it be the same as your Web address, but not required. Your mailing list name cannot be identical to either of your e-mail addresses. Your mailing list address would be *ourchurch@yourdomain.org*

Office Use

Initials Date

<input type="checkbox"/> Entered in Contact db		
<input type="checkbox"/> DNS setup (NS020n/c)		
<input type="checkbox"/> MX record (NS008n/c)		
<input type="checkbox"/> Web-site setup (NS004)		
<input type="checkbox"/> Calendar setup http://calendar.bev.net/ getmth.mcal?cid=		
<input type="checkbox"/> Email Accounts created USERID1: _____ USERID2: _____ USERID3: _____		
<input type="checkbox"/> Listserv 1 setup		
<input type="checkbox"/> Listserv 2 setup		
<input type="checkbox"/> Customer notified		
Customer ID #		
Job #		
Sales ID #		
Notes:		