ADJUSTMENT REQUEST FORM
Fax Completed Form to (203) 925-5933

Please Note: This Fax Form Cannot be used to Request Invoice Adjustments Due To Service Failures. To Request Adjustments for Service Failures, Please contact Customer Service At: **(877) 289-2471**

Your Name:_____Date:_____

Business Phone:_____Business Fax:_____

Email Address:_____

Invoice Number:_____Account Number:_____

Please enter the tracking ID and an Explanation of each adjustment request. Please include recipient's or third party's account number, if applicable.

Tracking ID:	**Explanation:**