

SYRACUSE UNIVERSITY FEDEX ACCOUNT SET UP

Date: _____

Requested by: _____

Client Information:

FedEx Account Number: _____

Address: Syracuse University

Contact Name : _____

Email Address : _____

Phone Number : _____

Fax Number : _____

Action Required:

Establish New Shipper Account

Change Information

(Update As Shown)

Delete Account

Deleted: _____

Corporate Credit Card Information

Card Number: _____

Cardholder's Name: _____

Cardholder's Address: _____

(If different than above)

Syracuse University Purchasing Office
Diane DiPino, Account Administrator
djipino@syr.edu
Tel: 315-443-1957
Fax: 315-443-1986

FDX Only

Account Request Completed By: _____