Mail Services
Speedtype/LVPA Default Designation Form

Please complete this form and send to Mail Services

Instructions

Please identify below the speedtype you wish to assign as your departmental default for future mail charges. All outgoing mail will be charged to this speedtype automatically unless alternate instructions are provided at the time you request service.

Department Name	
(Default) Speedtype	
Contact Name	
Contact Phone Number	
Approved Requestor or Approved Signature	
Date	
Email	

You may submit this form by:

Email: msr-mailservices@ucsb.edu

Campus Mail: Mail Services MC 8617

Fax: 893-5398