



## WITS 3 Video Conferencing Reservation Process

### Video Conferencing

Agencies can meet the challenge of distant communication with Verizon Video Conferencing, a live, interactive image and voice communication among two or more locations. It provides businesses with all the advantages of face-to-face interaction while helping to save money on travel expenses. Verizon Video Conferencing allows companies to conduct remote meeting with locations virtually anywhere in the world via state-of-the-art conferencing centers.

#### **To subscribe to Video Conferencing or to make a reservation for your next conference:**

1. Dial WITS 3 Conferencing Reservations - Toll Free 1-800-308-5238
2. Provide Authorization Code
3. Provide your Billing Agency Code (BAC)

*Note: If you do not know your Authorization Code or Billing Code, please refer to your Designated Agency Representative (DAR).*

For your convenience conferencing resources are provided below.

### Verizon Conferencing Contacts

Conferencing Customer Relations: Manage all customer service inquiries.  
1-800-475-0600 or [customerrelations@mymeetings.com](mailto:customerrelations@mymeetings.com)

Conferencing Product Help Desk: Manage all product related questions.  
1-800-857-8777 or [chicago-phd@verizon.com](mailto:chicago-phd@verizon.com)

Conferencing On-Line Technical Support: Manage all on-line technical related issues; such as password resets.  
1-866-449-0701 or [nettech@verizon.com](mailto:nettech@verizon.com)

Conferencing Reservations: Available if you need to schedule an operator assisted call or if you need to cancel or modify an existing call or IM subscription.  
1-800-308-5238 or [vzn-conf@verizon.com](mailto:vzn-conf@verizon.com)

If you have additional questions or are ready to get started with Video Conferencing, please contact Conferencing Customer Relations.  
1-800-475-0600 or [customerrelations@mymeetings.com](mailto:customerrelations@mymeetings.com).