

Please use these additional instructions to complete a non-employee ID card. Please make sure you use the correct form.

Once you fill out the form(s) please fax them to:

Maggie Henn @ (908) 630-2660

Also please email Maggie to say you faxed the form. Maggie's email is: (margaret.henn@verizon.com) and copy me.

One of the questions asks if the "Applicant is involved in any sales activities" you must answer this NO or the application will not be processed - we found this out by trial and error.

Thanks,
Steve

PS: There is a new procedure for activating access cards.

If one of your members has requested an access card, once they receive it, they must email Maggie Henn (margaret.henn@verizon.com) at the Vz Foundation to activate it.

How to fill out the new form:

- Verizon Company Name
 - Verizon Telecom
- State Business Purpose
 - Pioneer Activities
- ID Request For This Area
 - Put "N/A"
- Requestor Information
 - Put my info; Steve Kohn, 202 494 4160
- VZID
 - What if they don't have one, or don't know it? Leave blank if you don't have one
- Job Function
 - Use "Volunteer"
- Business Name
 - ○ Verizon Pioneers
 - ○ Should this whole section contain my info? Use my info; Steve Kohn, 700 West E St, unit 2501, San Diego, CA 92101, 202 494 4160,
 - Verizon Management Information Leave this section blank
 - Request Access to These Locations Please write in state and building locations
 - Mailing Information Put your address