



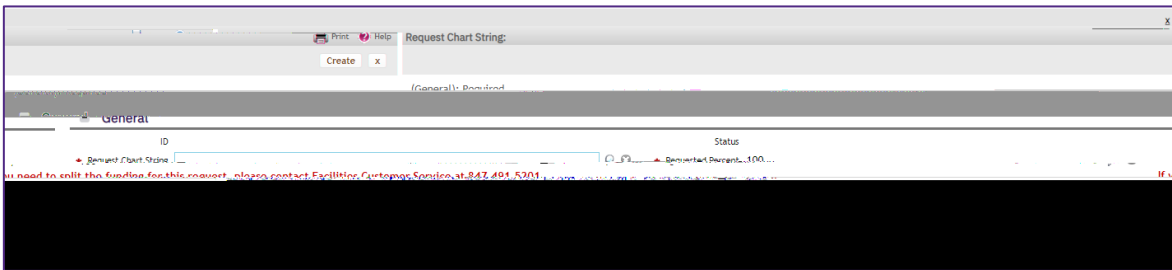
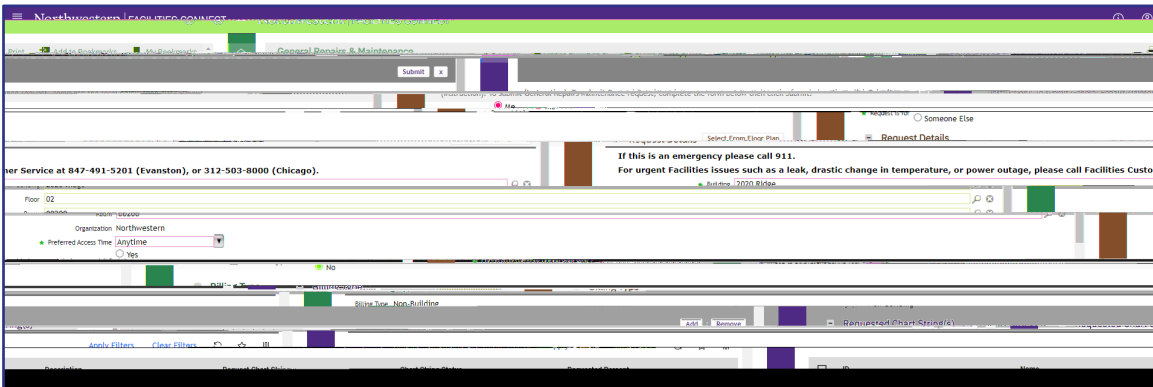
Provides guidance on how to add a chartstring to a Service Request for a Non-Building charge.

DIRECTIONS:

1 If your Service Request Billing Type displays Non-Building, locate the Request Chartstring section:

Click on the Add button

On the pop





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DIRECTIONS:

2