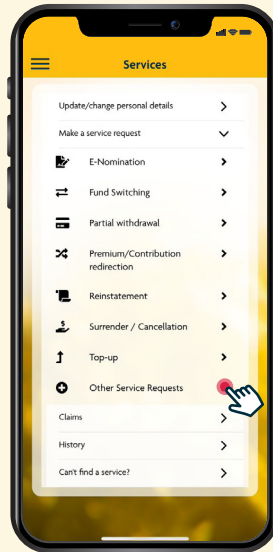




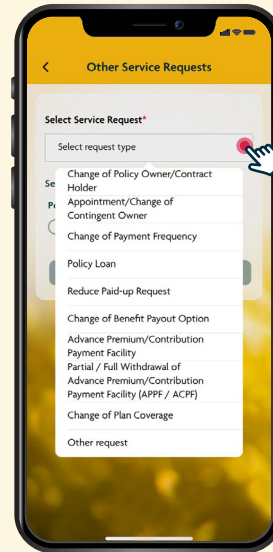
Step 1

Login to SunAccess and click on 'Services'



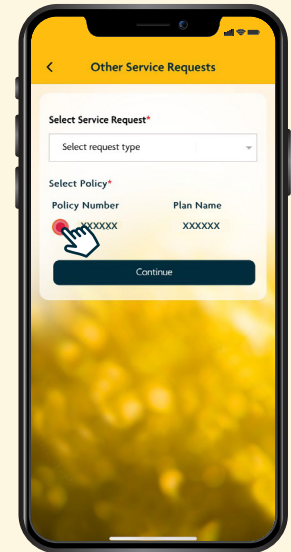
Step 2

Click on 'Make a Service Request' and select 'Other Service Request'



Step 3

Click on 'Select Service Request' from the dropdown



Step 4

Select policy for the service request and follow the instructions to complete the request