Local Telecom Service and WITS Customers,

In **February 2016**, the Vendor and Customer Self Service (VCSS) website will serve as an additional option to e*Bill for viewing Summary billing information for Federal Acquisition Services (FAS) Integrated Technology Services (ITS) Business Line customers. You can utilize the VCSS website by viewing and running queries on summarized billing data, collections, and to dispute bills.

To avoid disruptions in receiving your bills, you must **pre-register your account codes on the VCSS Account Code Registration Website** (http://vcssaccountcodes.ocfo.gsa.gov).

Instructions on how to pre-register and additional information can be found outlined in the *Managing Your GSA Billing Changes and Transitioning to VCSS for Local Telecom Service and WITS Customers* slick sheet available at http://goo.gl/Lpvdrw.

While we know that changing systems is never easy, moving to a fully automated billing process will make it easier for you to receive the information you need and help GSA as we work to reduce the Federal Government’s environmental footprint. You can also find more information at www.gsa.gov/baar.

Please send questions or requests to receive future informational emails, like this one, to baar@gsa.gov.

Thank you,

The GSA Billing and Accounts Receivable (BAAR) Team