

# Submitting a Service Now Ticket- Article no. 1838

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## Introduction

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- **Use your resources** before entering a **Service Now** ticket
- **Service Now** tickets should be placed if there is a billing dispute for **Metered Data Usage** that **cannot** be explained or can be identified as an error
  - [Check pricing and codes](#)
  - Work through ICOMS errors and pre-reqs
  - Review Simon Alerts

## Resolution Steps

[ICOMS Account is Locked by Another User](#)

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[Adding Other Individuals to the "Watchlist"](#)

[Billing, Tax and Fee Issues - Submit a Ticket](#)

Missing or Change CPNI PIN - Submit a Ticket

Phone Number Reserve and Release - Submit a Ticket

Ported TN is invalid or un" - Submit a Ticket

Printed Call Detail Requests - Submit a Ticket

ICOMS Systems Issues - Submit a Ticket

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