

ARCOS EDI REQUEST FORM



DATE: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

DEA REGISTRATION NUMBER: \_\_\_\_\_ CENTRAL REPORTING?  YES  NO

IF CENTRAL REPORTING, LIST SUBSIDIARIES:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CONTACT NAME/PHONE: \_\_\_\_\_

ARCOS EDI CONTACT NAME/PHONE: \_\_\_\_\_

ARCOS EDI CONTACT EMAIL ADDRESS: \_\_\_\_\_

FREQUENCY OF TRANSMISSION:  QUARTERLY  MONTHLY

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

***NOTICE TO USERS***

In order to adequately protect the information provided to DEA in ARCOS EDI transaction reports, participants must take responsibility for safeguarding assigned user names and passwords. Additionally, participants are asked to immediately notify the DEA of changes in personnel and account information to insure the integrity of the ARCOS EDI system.

Additional Information/Comments:

ARCOS HELP DESK TELEPHONE NUMBER: 1-800-882-9539

EMAIL TO: [ARCOS\\_Unit@usdoj.gov](mailto:ARCOS_Unit@usdoj.gov)