

# How to Submit a Request to the Help Desk



**To Submit a Help Desk Ticket:** [www.IntradaTech.com/HelpDesk](http://www.IntradaTech.com/HelpDesk)



**To Contact Us by Phone:** 800-858-5745

8:00 AM – 5:00 PM EST – your call will be answered by our staff

**Outside Normal Business Hours: Press \*210**

to contact after hours tech.



**To Submit a Ticket via EMAIL:** [support@intradatech.com](mailto:support@intradatech.com)

This will create a ticket on the Help Desk Board including any attachments in the email.

To learn more about submitting tickets, what information to include to speed up the process, please visit: [www.IntradaTech.com/Tickets](http://www.IntradaTech.com/Tickets)

