

# Deactivation Request Form: Company Not Providing Telecom or VoIP Services



## Instructions

To deactivate a Filer ID for a company that is still in business, but not providing telecom or VOIP services, complete all sections of this request form and send it to USAC, as indicated on the last page of this form.

Questions? Email [form499@usac.org](mailto:form499@usac.org).

**i** Note: It may take up to 60 days from the date USAC receives this form and all supporting documentation for the changes to be reflected in the FCC and USAC systems and sent to [TRS](#), [NANPA](#), and [LNP](#) administrators.

Please ensure the company has met the following conditions prior to submitting this request:

- This company has filed all FCC Forms 499-A associated with the years that it provided telecom services and there are no outstanding issues (i.e. status of "Issue-Carrier Response Required").
- All FCC required company information is up to date in the [FCC CORES Database](#). To make updates, go to the database and select "Update Your Registration Information".

<b>Date the telecommunication services stopped</b>	<b>Filer ID Legal Name</b>	<b>Filer ID</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>
MM/DD/YYYY		

## Future Contact Information

Please provide the contact information for the person USAC can contact after the company ceases providing telecommunication services.

<b>Name</b>	<b>Title</b>
<input type="text"/>	<input type="text"/>
<b>Address</b>	
<input type="text"/>	
<b>Suite</b>	<b>City, State, and Zip Code</b>
<input type="text"/>	<input type="text"/>
<b>Email</b>	<b>Phone</b>
<input type="text"/>	<input type="text"/>

# Signature

The company officer named below must sign this request form.

**I have examined this request form and, to the best of my knowledge, information, and belief, all statements in this form are true.**

<b>Company Officer Name</b>	<b>Title</b>
<input type="text"/>	<input type="text"/>
<b>Company Officer Email</b>	<b>Phone</b>
<input type="text"/>	<input type="text"/>
	(000) 000 - 0000
<b>Company Officer Signature</b>	<b>Date</b>
<input type="text"/>	<input type="text"/>
	MM/DD/YYYY

Submit this completed form with the following document(s):

- A copy of any official document that demonstrates that the company was authorized to provide telecommunications services and no longer does
- If none of the above documents are available, then submit a letter on company letterhead and signed by a company officer, detailing the circumstances that resulted in the company no longer providing telecommunications in the U.S.

The required supporting documents are generally issued by the state or municipal public utility commission or applicable authorized utility commission.

Submit them using one of the following methods:

1. **Scan and email to:** [form499@usac.org](mailto:form499@usac.org)

OR

2. **Mail to: USAC-Filer ID Deactivation**  
700 12th Street, NW, Suite 900,  
Washington, DC 20005

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