2018 FCC Form 499-A Webinar Series
Local and Long Distance Wireline Providers
February 6, 2018
This webinar is intended for **providers of wireline local and long distance.** The webinar will discuss where to place the charges associated with local calling, including PICC charges (when they exist) and vertical features. We’ll also cover long distance, non-VoIP direct dialed calls and the 499 true up process.
Meet Our Team

Today’s presenters:

**Amy Kavelman**  
Senior Telecom Industry Analyst  
Ms. Kavelman has worked at USAC for 7 years. She reviews FCC Forms 499-A and Q and manages the communications and trainings for contributors.

**Fred Theobald**  
Director of Financial Operations  
Mr. Theobald has worked at USAC since it’s beginnings. He currently supervises everything pertaining to contributors and service providers. In addition, he is involved in Finance’s contribution to the overall USAC strategy.
Topics

Revenue Reporting
Wireline Revenues
Common Revenue
Certification Process
Annual True Up
USF Funds to Treasury
Questions
Revenue Reporting

Basics for Reporting Revenue on the FCC Form 499-A
Almost every telecommunications service provider must file FCC Form 499-A.

**MUST FILE!**

1. All *de minimis* carriers
2. All VoIP providers
3. Audio bridging providers
4. US Carriers that provide only international service
5. Payphone aggregators

**Who DOESN’T File?**

1. All non common carriers that are *de minimis* and do not provide VoIP
2. All gov entities, including companies that provide exclusively to gov and do not provide VoIP.
3. System Integrators (<5% of revenue) and do not provide VoIP
1. Filers must maintain records and documentation to justify information reporting on the FCC Form 499-A Worksheet, including the methodology used to determine projections and to allocate interstate revenues, for five years.

2. Filers must make available all documents and records that pertain to them, including those of contractors and consultants working on their behalf, to the FCC’s Office of Inspector General, USAC, and/or auditors upon request.

3. Review by the FCC or USAC may cover any existing corporate records, not just those specifically maintained for these purposes.

4. Entities acquiring carrier operations through consolidation, merger, etc., must maintain the records of the acquired entity.
How to Report Gross Billed Revenues

Companies must report revenue in three ways.

• Attribute telecommunications revenues derived from sales to contributing resellers (Carrier’s Carrier, Block 3) or from sales to end users (End User, Block 4).

• Assign gross billed revenues to reporting categories between telecommunications and non-telecommunications components.

• Apportion telecommunications revenues between the intrastate, interstate, and international jurisdictions.
Reseller vs End User

1. Reseller revenue is defined in the instructions as revenue from a customer that:
   (1) Incorporates purchased telecommunications services into its own telecommunications offerings; and
   (2) Can reasonably be expected to DIRECTLY contribute to federal universal service support mechanisms based on revenues from those offerings.

2. Each filer should have documented procedures to ensure that it reports as “revenues from resellers” in Block 3 only those revenues from entities that reasonably would be expected to DIRECTLY contribute to support universal service.

3. Revenue that does not qualify for Block 3 is reportable in Block 4 as end user revenue.
Interstate & International Jurisdictions

1. Column (a) = Intrastate Revenue + Column (d) + Column (e)
   • Column (d) is interstate, and Column (e) is international

2. Jurisdiction is based upon traffic; the originating and terminating points of the final product.

3. Revenues from services offered under interstate tariffs should be identified as interstate revenues.
   • Examples are federal subscriber line charges and federally tariffed LNP (Local Number Portability) surcharges

4. Filers should determine jurisdiction by using information from their corporate books or other internal data reporting systems.

5. Good faith estimates may be used if jurisdiction cannot be determined directly from corporate books.
Test Your Knowledge
Wireline Local and Long Distance Revenues

Line by Line
Completing the FCC Form 499-A

Company Name: Information Transport Solutions, Inc.
Filer ID: 822


Thank you for choosing to electronically file your FCC Form 499-A. Use this E-File system to update your registration information and to report your actual revenues from calendar year 2016. As you enter your data, be sure that you understand the requirements as indicated in the 2017 FCC Form 499-A Instructions.

Update Registration Information
(Pages 1-3 of FCC Form 499-A)

Review and update your registration information, including your company contact names and addresses, carrier type and activities, and jurisdiction. The E-File system has pre-populated this information from your prior FCC Form 499 submissions.

Enter/Update Revenue Information
(Pages 4-6 of FCC Form 499-A)

Enter or update your revenue information for calendar year 2016. If you are submitting a revision, the E-File system has pre-populated revenue information from your last filing.

Submitting the Form
Throughout the data entry process, the E-File system will conduct validations of your data and will advise you of any issues it detects. The "Review and Certify My Filing to USAC" button will be enabled only when any identified issues have been resolved.

Save & Close Form
Review & Certify My Filing to USAC
# Revenue Information Summary

## Revenue Reporting Sections

<table>
<thead>
<tr>
<th>Lines 303-315</th>
<th>Edit</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Carrier’s Carrier</strong></td>
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<td>This section is for reporting revenues received from end-users, or carriers that did not contribute to the federal USF, for providing telecommunications or interconnected VoIP services.</td>
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<th>Edit</th>
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<tr>
<td><strong>Regional Percentages</strong></td>
<td>This section is required for carriers and providers of interconnected VoIP with revenue to indicate regional billing data.</td>
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| **Certifying Officer Information** | This section you will need to fill out the filer’s Certifying officer information. |

**Navigation Options:**
- Save & Close Form
- Go To Main Page
404.1 and 404.2 reflect a bundled service package. They must be used together.
Fixed Local Service: End User Charges

• Fixed local service includes monthly charges, local message and toll charges, connection charges, vertical features, and other local exchange services.

• Other charges contained in the definition of fixed local services include optional extended area service, dialing features, local directory assistance, automatic number identification (ANI) charges, connection charges, mobile interconnect charges, local exchange revenue settlements, and local teleconferencing charges.

• Revenue from LNP surcharges should be reported as interstate revenue.

• Fixed local service does NOT include the following: local private line revenue, special access revenue, cellular revenue, pass-through subscriber line charges.

• PRI circuits that are used to provide local or long distance are included with their revenue on line 404.
Fixed Local Service: End User Revenue Lines

• Line 404.1 and line 404.2 go together. If one shows revenue, the other must also show revenue. 404.1 holds the local service portion of a flat-fee plan that includes interstate calling with local service, and 404.2 holds the toll portion of from the plan. Note that both local and toll portions might have interstate revenue, depending on your location.

• When summed, the amount in the first column (column A) for lines 404.1 and 404.2 should equal the total revenue for bundled local service.

• Line 404.3 shows revenue from local plans (aside from VoIP plans) that do not include interstate calling at all.
Fixed Local Service: Unbundling bundled services

• Bundled services should determine the appropriate portion of revenue to allocate to interstate and international toll service in a manner that is consistent with their supporting books of account and records.

• There are three options for reporting the revenue from bundled service:
  • Report bundled services based on the price of the unbundled services with no discount being allocated to telecommunications services
  • Report bundled revenue as 100% telecommunications revenue
  • Provide a traffic study
Fixed Local Service: Traffic Studies

• Filers may use traffic studies to determine the amount to attribute to intrastate, interstate, and international revenue

• Traffic studies must meet the following requirements:
  • Traffic studies must be designed to produce a margin of error of no more than one percent with a confidence level of 95%
  • If a non-random sample is used (one example of this is a stratified sample) the traffic study should be described and an explanation provided as to why the non-random technique doesn’t result in a biased sample
  • Traffic studies should include at least an explanation of the sampling and estimation methods used and an explanation of why it results in an unbiased result
  • Traffic studies should be sent to the email address Form499@usac.org, with a subject line that includes the company’s filer id and the words “traffic study”.


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</tr>
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| | Certifying Officer Information |
| | This section you will need to fill out the filer's Certifying officer information. |
### CARRIER'S CARRIER REVENUE

In this section, report: (1) revenues from telecommunications services sold to other carriers; and (2) revenue received from USAC or state sources for universal service support.

For questions below regarding revenue *from carriers that contribute to USF*, the carrier’s customer must (1) incorporate the purchased telecommunications services into its own telecommunications offerings and (2) be reasonably expected to contribute to the federal universal service support mechanisms based on revenues from such offerings when provided to end users. [FCC Form 499-A Instructions](#).

### Fixed Local Services

**Did you receive any revenues for providing fixed local service for resale - from carriers that contribute to USF (see above)?**

Please report revenues for monthly service, local calling, connection charges, vertical features, and other local exchange service including subscriber line and PICC charges to IXC's. Please report your revenues from all local exchange services that should be included with the basic local service revenues.

Break out these revenues as follows:

**Show Helpful Hint**

<table>
<thead>
<tr>
<th>303.1 Provided to carriers as unbundled network elements (UNE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>303.2 Services provided to carriers under tariffs or arrangements other than unbundled network elements (for example, resale). Line 303.2 should also include Prescribed Interexchange Carrier Charge (PICC) charges levied on carriers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0.00</td>
</tr>
</tbody>
</table>

**Total Revenues**

Interstate % | International % | Interstate Revenues | International Revenues

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22
Fixed Local Service: Carrier’s Carrier Charges

- Line 303.1 contains revenue for services provided to carriers as unbundled network elements.

- Line 303.2 contains revenue for fixed local services provided under tariffs or other arrangements as unbundled network elements (for example, resale).

- Line 304 contains per-minute charges for originating or terminating calls, with 304.1 holding revenue for minutes provided under state or federal access tariffs and 304.2 holding revenue for originating and terminating minutes provided as unbundled network elements or under contracted arrangements that are not tariffed.
Did you receive any revenues for providing **ordinary long distance services (i.e., traditional IXC service or long distance interconnected VoIP service)**?  

<table>
<thead>
<tr>
<th>414.1</th>
<th>Itemized long distance charges on wireline and wireless bills except interconnected VoIP</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>0.00 %</td>
</tr>
<tr>
<td></td>
<td>0.00 %</td>
</tr>
<tr>
<td></td>
<td>$ 0.00</td>
</tr>
<tr>
<td></td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>414.2</th>
<th>All interconnected VoIP long distance including itemized long distance charges</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>0.00 %</td>
</tr>
<tr>
<td></td>
<td>0.00 %</td>
</tr>
<tr>
<td></td>
<td>$ 0.00</td>
</tr>
<tr>
<td></td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>

Please report ordinary long distance revenues (e.g., direct-dialed MTS, customer toll-free (800/888, etc.) service, or "10-10" calls). Include revenues from most toll calls placed for a fee and flat monthly charges billed to customers, account maintenance, PICC pass-through charges, and monthly minimums. Break out the revenues as follows:

<table>
<thead>
<tr>
<th>Total Revenues</th>
<th>Interstate %</th>
<th>International %</th>
<th>Interstate Revenues</th>
<th>International Revenues</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 0.00</td>
<td>0.00 %</td>
<td>0.00 %</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>
Fixed Wireline Long Distance Revenue

- Fixed wireline long distance revenue includes revenue from most toll calls placed for a fee, flat monthly charges, monthly minimums, other toll revenue that is not VoIP revenue.

- Fixed wireline long distance goes on line 414.1.

- Remember that if your company provides a bundled flat fee package containing both local and toll calling that the revenue from that package is correctly shown on lines 404.1 and 404.2.

- Carrier’s carrier revenue goes on line 311.
Customer Service Poll
Common Revenues

Line by Line
Universal Service Support

**Universal Service Support Funding**

Did you receive any **universal service funding** from either state sources or from USAC for high cost or low income support?   

YES - Click here

NO - Continue to next question

Please report revenues from state sources in column (a) only as intrastate revenues, and revenues from USAC in columns (a) and (c) as interstate revenues.

**Show Helpful Hint**

<table>
<thead>
<tr>
<th>308</th>
<th>Universal service support revenues received from federal or state sources</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 0.00</td>
</tr>
<tr>
<td></td>
<td>Total Revenues</td>
</tr>
</tbody>
</table>

Line 308 — universal service support revenues should include all amounts that filers receive as universal service support from either states or the federal government. This includes Lifeline Program and High Cost Program support. Includes revenues received as cash or as a credit against contribution obligations.
Itemized charges levied by the reporting entity in order to recover contributions to state and federal universal service support mechanisms should be reported on line 403.
SLCs, PICCs, and ARCs

Did you receive any revenues for access tariffs (i.e., tariffed subscriber line charges (SLCs), Access Recovery Charges (ARCs), and/or Primary Interexchange Carrier Charges (PICCs) levied by a local exchange carrier on customers that are not pre-subscribed to an interexchange carrier)?

YES - [Click here]
NO - Continue to next question

Please report revenues charged to end-users specified in access tariffs, such as tariffed subscriber line charges (SLCs), Access Recovery Charges (ARCs), and/or Primary Interexchange Carrier Charges (PICCs) levied by a local exchange carrier on customers that are not pre-subscribed to an interexchange carrier.

Show Helpful Hint

405 Separately stated line items on customer bills for SLC charges, PICC charges, ARC charges

<table>
<thead>
<tr>
<th></th>
<th>$</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Revenues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interstate %</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International %</td>
<td></td>
<td></td>
</tr>
<tr>
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<td>$</td>
<td>0.00</td>
</tr>
<tr>
<td>International Revenues</td>
<td>$</td>
<td>0.00</td>
</tr>
</tbody>
</table>
Interstate Subscriber Line Charges, Access Recovery Charges, PICC Charges

• Line 405 includes tariffed subscriber line charges (SLCs), Access Recovery Charges (ARCs), or Primary Interexchange Carrier Charges (PICCs) charged by a local exchange carrier on customers that are not presubscribed to an interexchange carrier.

• These charges are not mandatory. However, to the extent that non-incumbent LECs recover the costs of the local loop or assess a non-traffic sensitive charge for the costs of providing interstate access to their customers, they should report that revenue on line 405 as interstate revenue.

• Telecom providers that do not have SLC, ARC, or PICC tariffs on file with the FCC or a state utility commission, that are not reselling those tariffed charges, or that do not have separately stated charges for the interstate portion of fixed local exchange service or interstate exchange access should report $0 on line 405.

• Intrastate SLC charges should be listed in your state tariff or be in an intrastate only general ledger account and not listed as a Federal Subscriber Line Charge on the invoice. It should be reported on line 405 as 100% intrastate (shown in column A only).
## Non-Telecommunications Revenue

**NON-TELECOMMUNICATIONS REVENUE**

In this section, report revenues other than U.S. telecommunications revenues, including information services, insider wiring maintenance, billing and collection customer premises equipment, published directory, dark fiber, Internet access, cable TV program transmission, foreign carrier operations, and non-telecommunications revenues. For more information, please see the FCC Form 499-A Instructions.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>418.1</td>
<td>Bundled with circuit switched local exchange service</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>0.00</td>
</tr>
<tr>
<td>418.2</td>
<td>Bundled with interconnected VoIP local exchange service</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>0.00</td>
</tr>
<tr>
<td>418.3</td>
<td>Other</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>0.00</td>
</tr>
</tbody>
</table>

- Revenues that are not derived from telecommunications (i.e., rent or sale of equipment).
- Revenues that are derived from telecommunications related functions, but should not be included in the universal service or other fund contribution bases.
Revenue Information Summary

Revenue Reporting Sections

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Line 418
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Lines 511
Excluded Reseller Revenue
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Lines 419-423
Uncollectible Revenue or Bad Debt
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Lines 503-510
Regional Percentages
This section is required for carriers and providers of interconnected VoIP with revenue to indicate regional billing data.

Certifying Officer Information
This section you will need to fill out the filer’s Certifying officer information.
### Uncollectible Revenue or Bad Debt

**Total Bad Debt**

Enter the bad debt associated with your total gross billed revenue from all sources (Line 419 above).

| Gross billed revenue from all sources: Carrier's Carrier, End-User, Non Telecom, Non-Interconnected VoIP [FCC Form 499 lines: 303 through 314 plus 403 through 418] |
|---|---|---|---|---|---|
| Total Revenues | Interstate % | International % | Interstate Revenues | International Revenues |
| $0.00 | 0.00 % | 0.00 % | $0.00 | $0.00 |

| Uncollectible revenue/bad debt associated with gross billed revenue shown on Line 419 |
|---|---|---|---|---|
| Total Revenues | Interstate % | International % | Interstate Revenues | International Revenues |
| $0.00 | 0.00 % | 0.00 % | $0.00 | $0.00 |

| Gross billed revenue from all sources net of bad debt [FCC Form 499 lines: 419 minus 421] |
|---|---|---|---|---|
| Total Revenues | Interstate % | International % | Interstate Revenues | International Revenues |
| $0.00 | 0.00 % | 0.00 % | $0.00 | $0.00 |
## Net Universal Service Contribution Base

### End User Bad Debt

Did you have bad debt associated with your revenue billed to end users?

- **YES** - Click here
- **NO** - Continue to next question

Enter the bad debt associated with your end-user revenue specific to the universal service contribution base from Line 420.

<table>
<thead>
<tr>
<th>420</th>
<th>Gross universal service contribution base amounts: end-user minus international originating and terminating in foreign points [FCC Form 499 lines: 403 through 411 plus 413 through 417]</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
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<td><strong>End User Bad Debt</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Enter the bad debt associated with your end-user revenue specific to the universal service contribution base from Line 420.</strong></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>422</td>
<td>Uncollectible revenue/bad debt associated with universal service contribution base revenue shown on Line 420</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>423</td>
<td>Net universal service contribution base amounts [FCC Form 499 lines: 420 minus 422]</td>
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- **User Entered**
- **System Calculated**
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</table>
### REGIONAL REVENUE PERCENTAGES FOR LOCAL NUMBER PORTABILITY (LNP)

<table>
<thead>
<tr>
<th>Regional Code</th>
<th>Area Description</th>
<th>Carrier’s Revenue Regions</th>
<th>End User Revenue Regions</th>
</tr>
</thead>
<tbody>
<tr>
<td>503 Southeast</td>
<td>Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, and U.S. Virgin Islands</td>
<td>0 %</td>
<td>0 %</td>
</tr>
<tr>
<td>504 Western</td>
<td>Alaska, Arizona, Colorado, Idaho, Iowa, Minnesota, Montana, Nebraska, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, and Wyoming</td>
<td>0 %</td>
<td>0 %</td>
</tr>
<tr>
<td>505 West Coast</td>
<td>California, Hawaii, Nevada, American Samoa, Guam, Johnston Atoll, Midway Atoll, Northern Mariana Islands, and Wake Island</td>
<td>0 %</td>
<td>0 %</td>
</tr>
<tr>
<td>506 Mid-Atlantic</td>
<td>Delaware, District of Columbia, Maryland, New Jersey, Pennsylvania, Virginia, and West Virginia</td>
<td>0 %</td>
<td>0 %</td>
</tr>
<tr>
<td>507 Mid-West</td>
<td>Illinois, Indiana, Michigan, Ohio, and Wisconsin</td>
<td>0 %</td>
<td>0 %</td>
</tr>
<tr>
<td>508 Northeast</td>
<td>Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, and Vermont</td>
<td>0 %</td>
<td>0 %</td>
</tr>
<tr>
<td>509 Southwest</td>
<td>Arkansas, Kansas, Missouri, Oklahoma, and Texas</td>
<td>0 %</td>
<td>0 %</td>
</tr>
<tr>
<td>510 Total</td>
<td></td>
<td>0 %</td>
<td>0 %</td>
</tr>
</tbody>
</table>
Confirmation Message

Thank you for submitting your 499 worksheet to the Form 499 Data Collection Agent (DCA).
You have successfully completed the Online Submission and Certification process.
Thank you for using USAC’s online filing application.
Test Your Knowledge
USF Funds Transfer to the U.S. Treasury

Changes to USAC’s banking functions
Beginning in the 2Q2018, USAC will no longer accept checks or wire transfers.

In the second quarter of 2018, USAC will move its banking services for the Universal Service Fund from its current banking institution to the U.S. Treasury.

After the transfer, USAC will no longer accept payments to, or distribute funds from, its current bank account. Instead, USAC will process payments and distributions through the U.S. Treasury.

This transfer will mean a few changes for those companies that contribute to the USF, service providers who participate in any of the four USF programs, and those schools and libraries who receive direct payments from USAC.
1. USAC will no longer accept checks or wire transfers.
2. Payments will be made through USAC’s online E-File system.
   • Payments can be made online with your bank account or credit card or
   • Get instructions to send an ACH from your bank.
3. E-File will be modified to process payments through the U.S Treasury’s Pay.gov system.
4. Contributors must ensure that the person responsible for paying their invoices has access in E-File. Watch this video for directions on how to add new users.
What This Means for USF Disbursements

Service Providers and Directly Paid Schools

1. Beginning in 2Q2018, disbursements will continue to be made via ACH payments; they will come from the U.S. Treasury instead of USAC's current banking institution.

2. The ACH payments will be identified as coming from USAC as they are today.

3. USAC will continue to operate the Universal Service Fund.

4. USF recipients will not be affected by this change and do not need to take any action.
Questions and Updates

Updates

Conversion timeline and additional training updates can be found on the “USF Funds Transfer to the U.S. Treasury” web page as they occur.


Questions

Please email CustomerSupport@usac.org with any immediate questions, using the subject line “Treasury.”
For More Assistance

✓ Call FCC Form 499-A Hotline     Phone: (866) 411-8722
   Hours: Monday-Friday 9 AM to 5 PM ET
✓ Submit an email to Form499@usac.org
✓ Visit our online learning library
Questions ?
2018 FCC Form 499-A Webinar Series

VoIP Service Providers
• Friday, February 9, 2018 2:00-3:00 PM ET

Mobile Service Providers
• Tuesday, February 13, 2018 2:00-3:00 PM ET

Providers of All Other Services
• Thursday, February 15, 2018 2:00-3:00 PM ET
