

## State of Oregon Certificate of Authority Telecom Filing Requirements At-A-Glance

Filing Frequency		Filing Title	Due Date <small>Must be <i>received</i> by 5:00 pm PST</small>	Date Penalty Imposed	Penalty \$ Amount	% of Compounded Interest Accrued
<b>1</b>	Annually	<b>Annual Fee Payment</b> <small>Must be paid by check or money order</small>	April 1	April 2	2%	1 <sup>st</sup> of ea. month thereafter another 2% of fee owed is accrued
		<b>Annual Fee Statement*</b> <small>A paper filing on correct form w/original signature</small>	April 8	April 9	\$100.00	Does NOT accrue interest
<b>2</b>	Annually	<b>Annual Report Form C, L, O</b> → <small>File ALL electronically</small>	April 1	None		Possible CANCELLATION of Certificate of Authority for non-compliance
		<b>Form I</b> → <small><a href="http://www.puc.state.or.us/Pages/telecom/forms.aspx">http://www.puc.state.or.us/Pages/telecom/forms.aspx</a></small>	October 31			
<b>2a</b>	Annually	<b>OUSF – (Oregon Universal Service Fund) OUS1 Worksheet - Update Form</b> <small>May be filed electronically</small>	Feb 10	None		
<b>3</b>	Quarterly	<b>(OUSF) OUS2 Contribution Worksheet</b> <small>May be filed &amp; paid electronically w/prior Login Credentials</small> <a href="http://apps.oregonusf.gov">http://apps.oregonusf.gov</a>	2nd month following QTR on:		Late Filing Fee \$100 → <small>this applies to ALL filers even if you owed zero \$ **</small>	Does NOT accrue interest
		<b>Quarter 1 - Jan 1<sup>st</sup> – Mar 31<sup>st</sup></b>	May 28 <sup>th</sup>	May 29 <sup>th</sup>		
		<b>Quarter 2 - Apr 1<sup>st</sup> – Jun 30<sup>th</sup></b>	Aug 28 <sup>th</sup>	Aug 29 <sup>th</sup>		
		<b>Quarter 3 - Jul 1<sup>st</sup> – Sep 30<sup>th</sup></b>	Nov 28 <sup>th</sup>	Nov 29 <sup>th</sup>		
		<b>Quarter 4 - Oct 1<sup>st</sup> – Dec 31<sup>st</sup></b>	Feb 28 <sup>th</sup>	Mar 1 <sup>st</sup>	Late Payment Penalty →	9% of balance due accrues daily
<i>In the event of Leap Year, penalty imposed Feb 29<sup>th</sup></i>						
<b>4</b>	Monthly	<small>(May not apply to all telecom companies)</small> <b>Residential Service Protection Fund (RSPF)</b> <small>May be filed and paid electronically</small> <a href="https://apps.rspf.org/">https://apps.rspf.org/</a>	The 21 <sup>st</sup> of each month	After 5 pm PST the 21 <sup>st</sup> of each month	**Late Filing Fee \$100	Does NOT accrue interest
					Late Payment Penalty	9% of balance due accrues daily

- Please Note:**
- Annual Fee Statements are mailed to you from the PUC, the first week in January of every New Year. They are also available on-line in Excel format.
  - \* Annual Fee Statements and payments usually arrive together, but there is a 7 day grace period for incorrect or delayed "statement" filings (form only).
  3. All of this information and more can also be found on our website at: <http://www.oregon.gov/PUC/pages/index.aspx> - under Telecommunications.

**All check or money order payments MUST be mailed to: Oregon PUC · PO BOX 2153 · Salem OR 97308-2153**