**AT&T**

March 31, 2023

### *IMPORTANT NOTICE OF PROCESS CHANGE -* Process, Contacts, Traffic Data

**To:** Local Exchange Carrier (LEC)

For many years, AT&T has utilized the National Payphone Clearinghouse (NPC) to facilitate compliance with the payphone compensation rules of the Federal Communications Commission (FCC). As you are aware, however, NPC is closing its business March 31, 2023. By this letter, AT&T confirms the processes it will utilize to meet the FCC payphone compensation requirements.

Your company continues to be obligated to provide payphone data each quarter to any carrier required to pay compensation under the FCC's payphone compensation rules. Your report data is used to validate claims made by Payphone Service Providers (PSPs). The last day of the first month of a quarter is the deadline for your payphone data report. In accordance with instructions below, please submit to AT&T a properly formatted text file listing all payphones that were active as of the last day of the quarter.

Beginning in April of 2023, you must submit to AT&T your first quarter 2023 data. Your data submission file MUST be an ASCII text file (text format). Other formats such as Excel, Macintosh formats, Lotus 1-2-3, Lotus SmartSuite, or Database files will not be accepted. The submission file MUST be a fixed format file and every line must be only 22 (twenty-two) characters in length listing all payphones that were active as of the last day of each quarter. This is the same as what NPC required; thus, there is no change to the file format requirement.

The deadline to electronically submit quarterly data is 11:59PM (Eastern Time) on the last day of the 1st month of a production quarter.

> **First quarter data is due by April 30th**. The LEC should report any paystation line that was active on March 31st.

> **Second quarter data is due by July 31st**. The LEC should report any paystation line that was active on June 30th.

> **Third quarter data is due by October 31st**. The LEC should report any paystation line that was active on September 30th.

> **Fourth quarter data is due by January 31st**. The LEC should report any paystation line that was active on December 31st.

LECs should submit the forgoing reports to: **g17466@att.com**.

LECs should be aware of the date of sale or acquisition of paystation lines. Two LECs should not report the same paystation lines in the same quarter because there can only be one Local Service Provider during a given quarter. If they both report the same paystation, it will result in a Multiple LEC status, making the ANI ineligible for compensation.

Additional information on AT&T's process is located under Voice Services and Payphones at the following link:
**https://www.business.att.com/prime-access/products-and-services.html**

The email address for general correspondence and questions is: **g18016@att.com**. This is different from the email address for submission of your properly formatted quarterly data files which is: **g17466@att.com**.

Please confirm your receipt of this letter with an acknowledgment and your contact information to email address: **g18016@att.com**.

AT&T looks forward to working cooperatively with you to ensure compliance with the FCC's payphone compensation rules.


Sincerely,

AT&T
PSP Compensation

Attachment (File Format Submission and Disconnect Requirements)

**FILE FORMATE SUBMISSION REQUIREMENTS**

**LEC Load (Paystation Data) Submission file**

Your submission file should comply with the following business rules. Non-compliance will result in errors or rejection of your file.

1. Submission file MUST be an ASCII text file (text format). Other formats such as Excel, Macintosh formats, Lotus 1-2-3, Lotus SmartSuite, or Database files will not be accepted.
2. Submission file MUST be a fixed format file and fields are padded with spaces. No other format character (such as tab, indent etc.) is accepted for padding.
3. The submission file will have two different types of records, a header record, and a detail record.
   - The first line should *only* include the header record identifier of "202201" and the company's LEC ID which must start at position 28 (twenty-eight).
   - All other lines in the file must begin with the record identifier "391001". This record identifier must be present on each ANI record you are reporting.
   - There must be correct Billing Name and Address information on each ANI record you are reporting. Each piece of information must be in the correct position according to the file format specifications.
   - Please report only those ANIs which were "in and working" on the last day of the quarter.

**LEC Load (Paystation Data) Submission file format/specifications**

**Header record** - This record identifies the record type and the LEC ID.

**Header Record Format**

| Field | Position | Length (Max.) | Comments |
|---|---|---|---|
| Record Identifier | 1-6 | 6 | Must be **202201** |
| Filler | 7-27 | 21 | Must be white spaces only. |
| LEC ID | 28-31 | 4 | LEC ID - Example: **9999** |

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**Detail record** – This record identifies the ANI record and its billing name and address.

**Detail Record Format**

| Field | Position | Length (Max.) | Comments |
|---|---|---|---|
| Record Identifier | 1-6 | 6 | Must be **391001** |
| Date | 7-12 | 6 | Optional field. You may enter the date the ANI became active or leave it blank (white spaces). If entered, must be in format 'mmddyy.' Example: for March 5, 2005, enter **030505**. |
| ANI | 13-22 | 10 | ANI. A numeric 10-digit number. Do not include any parentheses, dashes, or hyphens. Example: **9999999999** but **NOT (999) 999-9999** or **999-999-9999** |
| Filler | 23-44 | 22 | Must be white spaces only. |
| Billing Name | 45-69 | 25 | Your billing name. Example: **John Doe Incorporated** |
| Address 1 | 70-94 | 25 | Address line 1 - Some use this for their DBA (Doing Business As) name or attention also. Example: **999 Any Street** or **JDoe Inc** (See also example below) |
| Address 2 | 95-119 | 25 | Address line 2 – Example: **Suite 999** or if you have used Address 1 for DBA, **999 Any Street Suite 999** |
| Address 3 | 120-144 | 25 | Address line 3 – You can use this field as well for the address if it is too long. |
| City | 145-159 | 15 | City. Example: **Any Town** |
| State | 160-161 | 2 | Two-character State code: Example: for Ohio, use **OH** |

| | | | |
|---|---|---|---|
| Zip Code | 162-170 | 9 | Zip code. Must be a 5- or 9-digit zip code. It should not contain a dash or hyphen to separate the zip and zip extension. |

## LEC Disconnect Submission file

Your submission file must comply with the following business rules. Non-compliance will result in errors or rejection of your file.

1. Submission file MUST be an ASCII text file (text format). Other formats such as Excel, Macintosh formats, Lotus 1-2-3, Lotus SmartSuite, or Database files will not be accepted.
2. Submission file MUST be a fixed format file. Every line must be only 22 (twenty-two) characters in length.

**NOTE: On page 66, paragraph 113 of FCC Docket 96-388, the FCC states that "once a LEC makes positive identification of an installed payphone, the carrier-payor must accept claims for that payphone's ANI until the LEC provides information, on a timely basis, that the payphone has been disconnected."**

## LEC Disconnect Submission file format/specifications

| Field | Position | Length (Max.) | Comments |
|---|---|---|---|
| LEC ID | 1-4 | 4 | LEC ID. Example: **2345** |
| ANI | 5-14 | 10 | ANI. A numeric 10-digit number. Do not include any parentheses, dashes, or hyphens. Example: **9999999999** but **NOT (999) 999-9999** or **999-999-9999** |
| Disconnect date | 15-22 | 8 | Disconnect date. Must be in the format **YYYYMMDD -** Example: for June 25, 2005, enter **20050625** |