

**INTRASTATE ACCESS SERVICE GUIDE**

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**Bresnan Broadband of Montana, LLC**

**INTRASTATE ACCESS SERVICE, PRICE AND TERMS GUIDE**

Regulations and Schedule of Charges

This Guide is intended to provide Company definitions, rules and regulations for the furnishing of competitive services and facilities regarding intrastate access telecommunications provided to Customers within the state of Montana.

This Guide has not been filed with the Montana Public Service Commission. Copies are available for inspection at the Company's place of business: 12405 Powerscourt Drive, St. Louis, MO 63131. This Guide is posted on the Company's website at [www.charter.com/tariffs](http://www.charter.com/tariffs) under the state of Montana.

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**Check Sheet**

The pages listed below, which are inclusive of this Guide are effective as of the date shown at the bottom of the respective page(s). Original and revised pages as named below comprise all changes from the original Guide and are currently in effect as of the date indicated above.

<b>Page</b>	<b>Revision</b>	<b>Page</b>	<b>Revision</b>	<b>Page</b>	<b>Revision</b>
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14	Original	35	1 <sup>st</sup> Revised *		
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17	Original	38	Original		
18	Original	39	Original		
19	Original	40	1 <sup>st</sup> Revised *		
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**1. Symbols**

Revisions to this Guide are coded through the use of symbols. These symbols appear in the right hand margin of the page. The following Guide revision symbols are used for the purposed indicated below.

- (C)** To signify changed regulation
- (D)** To signify discontinued rate or regulation
- (I)** To signify increased rate
- (M)** To signify material moved from or to another part of the Guide
- (N)** To signify new rate or regulation
- (R)** To signify rate reduction
- (T)** To signify a change in text but no change in rate, rule or regulation

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### **2. Application of Guide**

This Guide sets forth the service offerings, rates, terms and conditions applicable to the provision of intrastate access services by Bresnan Broadband of Montana, LLC (“Telephone Company”) to Customers that furnish intrastate interexchange telecommunications services to the Telephone Company’s End Users within the state of Montana.

The rates and regulations contained in this Guide apply to Services provided by the Telephone Company and do not apply, unless otherwise specified, to the lines, facilities, or services provided by any other Carrier for use in accessing the Services of the Telephone Company.

The Telephone Company shall not be deemed to have waived or impaired any right, power, requirements or option reserved by this Guide (including, but not limited to, the right to demand exact compliance with every term and condition herein), by virtue of any custom or practice of the Telephone Company at variance with the terms hereof, or any failure, refusal or neglect of Telephone Company to exercise any right under this Guide, or any waiver, forbearance, delay, failure or omission by the Telephone Company to exercise any right, power or option hereunder.

The provision of Services is subject to existing regulations and terms and conditions specified in this Guide and may be revised, added to or supplemented by superseding Guides.

The Telephone Company reserves the right to offer its Customers a variety of Services as deemed appropriate by the Telephone Company.

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### 2.1 Guide Format

**2.1.1 Page Numbering** - Page numbers appear in the upper right corner of the sheet. Pages are numbered sequentially. However, new pages are occasionally added to the guide. When a new page is added between existing pages with whole numbers, a decimal is added. For example, a new page added between pages 34 and 35 would be page 34.1.

**2.1.2 Page Revision Numbering** - Revision numbers also appear in the upper right corner of the page. These numbers are used to determine the most current page version on file with the Commission. For example, 4th Revised Page 34 cancels the 3rd Revised Page 34. Consult the check sheet for the page currently in effect.

**2.1.3 Paragraph Numbering Sequence** - There are nine levels of paragraph coding. Each level of coding is subservient to its next higher level:

2  
2.1  
2.1.1  
2.1.1.A  
2.1.1.A.1  
2.1.1.A.1.(a)  
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**2.1.4 Check Sheet** - The check sheet lists the guide pages, with a cross reference to the current revision number. When new sheets are added, the check sheet is changed to reflect the revision. All revisions made in a given filing are designated by an asterisk (\*). There will be no other symbols used on this sheet if these are the only changes made. The guide user should refer to the latest check sheet to find out if a particular page is the most current.

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### 3. Definitions and Terms

**Access Service:** Switched Access to the network of an Interexchange Carrier for the purpose of originating or terminating communications.

**Access Service Request (ASR):** The industry service order format used by Access Service Customers and access providers as agreed to by the Ordering and Billing Forum (OBF).

**Access Tandem:** A Local Exchange Carrier's switching system that provides a concentration and distribution function for originating or terminating traffic between Local Switching Centers and the Customers' Premises.

**Advance Payment:** Part or all of a payment required before the start of Service.

**Authorization Code:** A multi-digit code that enables a Customer to access the Telephone Company's network and enables the Telephone Company to identify the Customer's use for proper billing. Also, called a Personal Identification Code or PIN.

**Authorized User:** Any entity or individual authorized by the Customer to use the Service.

**Carrier:** Denotes any individual, partnership, association, joint stock-company, trust, governmental entity or corporation engaged for hire in intrastate or foreign communication by wire or radio, between two or more exchanges. Also, see "Customer" and "Interexchange Carrier (IXC)".

**Channel or Circuit:** A path for transmission between two or more points having a bandwidth and termination of the Customer's own choosing.

**Commission:** Montana Public Service Commission.

**Company or Telephone Company:** Bresnan Broadband of Montana, LLC the issuer of this Guide.

**Constructive Order:** Delivery of calls to or acceptance of calls from the Company's End User locations over Company-switched local exchange services constitutes a Constructive Order by the Customer to purchase Switched Access Services as described herein.

**Customer:** A person, firm, corporation or other entity which subscribes to Services offered under this Guide. Customer is responsible for the payment of charges for compliance with the general regulations of the Telephone Company. See "Carrier" and "Interexchange Carrier (IXC)"



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### 3. Definitions and Terms (Cont'd)

**End Office:** A switching unit in a telephone system which provides service to the general public, having the necessary equipment and operating arrangements for terminating and interconnecting customer lines and trunks or the functional equivalent of such unit.

**End User:** Any individual, association, corporation, governmental agency or any other entity other than an IXC which uses intrastate service, including without limitation Company's and IXC's customers.

**FCC:** Federal Communications Commission.

**Guide:** A schedule of rates and charges, rules and regulations, terms and conditions.

**Harm:** Harm consists of hazards to personnel, damage to Telephone Company equipment, and impairment of service to persons other than the user of the Customer-provided equipment. Types of Harm include, but shall not be limited to, voltages dangerous to personnel, destruction of or damage to equipment, induced noise or cross talk, incorrect dial pulsing, failure of supervision, false answer, incorrect billing, absence of voice band transmission path for call progress signals, and loss of capability to answer an incoming call.

**Interexchange Carrier (IXC):** A long distance telecommunications services provider. See "Carrier" and "Customer".

**LATA:** Local Access and Transport Area.

**Local Exchange Carrier (LEC):** A provider of local telephone service.

**Local Switching Center:** The switching center where telephone exchange Service Customer station Channels are terminated for purposes of interconnection to each other and to interoffice Trunks.

**National Security Emergency Preparedness (NSEP) Services:** The National Security Emergency Preparedness Telecommunications Service Priority (TSP) System authorizes priority treatment to certain domestic telecommunications services (including portions of U.S. international telecommunication services provided by U.S. vendors) for which provision or restoration priority levels are requested, assigned and approved in accordance with the provisions of Appendix A to Part 64 of Title 47 of the Code of Federal Regulations.

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### **3. Definitions and Terms (Cont'd)**

**Network:** The Company's network located in the continental United States.

**Non-Recurring Charge (NRC):** The initial charge, usually assessed on a one-time basis, to initiate and establish Service. NRC includes, but is not limited to, charges for construction, installation, or special fees for which the Customer becomes liable at the time the Service Order is executed.

**Point of Presence (POP):** Refers to a location or site containing telecommunications equipment that can include, but is not limited to, switches, multiplexers, modems, leased lines, and routers. A Carrier's Point of Presence usually means a location where the Carrier connects to other Carriers or its Customers.

**Premises:** Denotes a building, a portion of a building in a multi-tenant building, or buildings on contiguous property (except railroad rights-of-way, etc.) not separated by a public thoroughfare.

**Service:** The telecommunications services offered by the Company provided under this Guide.

**Service Commencement Date:** The first day following the date on which the requested Service or facility is available for use, unless extended by the Customer's refusal to accept Service which does not conform to standards set forth in the Service Order or this Guide, in which case the Service Commencement Date is the date of the Customer's acceptance of Service. The parties may mutually agree on a substitute Service Commencement Date. If the Company does not have an executed Service Order from a Customer, the Service Commencement Date will be the first date on which the Customer used the Service.

**Service Order:** The request for facilities or Service by an Applicant or Customer. See also ASR Service may be ordered with an Access Service Order or a Constructive Order.

**Switched Access:** Access to or from the switched network of a Company for the purpose of originating or terminating communications.

**Termination of Service:** Discontinuance of both incoming and outgoing Service.

**Trunk:** A communications path, connecting two switching systems, used in the establishment of an end-to-end connection.

**User:** See Authorized User or End User.

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**4. Provisioning of Service****4.1. Description of Switched Intrastate Access****4.1.1 General**

Intrastate Switched Access Service provides an Interexchange Carrier (IXC) access to the Telephone Company's Network for purposes of origination or termination of intrastate calls carried by the IXC. Intrastate Access provides for the ability to originate calls from an End User's premises to the Customer's Point of Presence and to terminate calls from the Customer's Point of Presence (POP) to an End User's Premises. Currently, the Telephone Company will only provide Switched Access Service via trunking arrangements between the Telephone Company's switch and the Access Tandem of the Incumbent Local Exchange Carrier (ILEC).

**4.1.2 Types of Switched Access Offered**

Switched Access is provided by the Company's Switch via Feature Group D (FGD). FGD is defined as a trunk-side connection to the Company's network. The use of a line side connection is not offered through this Guide.

Feature Groups are arranged for originating, terminating, or two-way calling, based on the end office switching capacity ordered. Originating calling permits the delivery of calls from the Company's exchange service locations to the Customer's premises.

Terminating calling permits the delivery of calls from the Customer's premises to Company's exchange service locations. Two-Way calling permits the delivery of calls in both directions, but not simultaneously.

Switched Access will be provided as Feature Group D Service to Company end offices routed via the ILEC's access tandem to Company's switch.

**4.1.3 Jurisdictional Determination**

Where necessary to do so, for purposes of determining the jurisdiction of Switched Access traffic, once the Switched Access Service is activated, the following criteria will apply:

- (A) For originating FGD Switched Access services, where jurisdiction can be determined from the call detail, the Telephone Company will bill according to such jurisdiction. For originating FGD usage where the jurisdiction cannot be determined from the call detail, the Customer will provide an interstate percentage, Percentage Interstate Usage (PIU) factor, of originating FGD minutes, as outlined below in (E).
- (B) For terminating FGD Switched Access services, where jurisdiction can be determined from the call detail, the Telephone Company will bill according to such jurisdiction. For terminating FGD usage where the jurisdiction cannot be determined from the call detail, the Customer will provide an interstate percentage (PIU Factor) of terminating FGD minutes, as outlined below in (E).

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**4. Provisioning of Service (Cont'd)****4.1.3 Jurisdictional Determination (Cont'd)**

- (C) For FGB Terminating Switched Access Service, the Customer will provide an interstate percentage (PIU Factor) of FGB terminating minutes. Pursuant to Federal Communications Commission Order FCC 85-115 (adopted April 16, 1985), when the Customer does not have sufficient data to determine jurisdiction, the percent interstate usage is to be developed as though every call that enters the Customer's network at a point within the same state as that in which the called station is situated (as designated by the called station number) is an intrastate communication. Every call for which the point of entry is in a state other than that where the called station is situated (as designated by the called station number) is an interstate communication.
- (D) For originating 800 Number Portability Access Service, the Customer will provide an interstate percentage (PIU Factor) of originating 800 minutes, as outlined below in (E).
- (E) For Customer provision of jurisdictional information, the following requirements apply:
1. The Customer will provide quarterly reports indicating the percent of total Telephone Company provided Switched Access usage that is interstate and intrastate. The reports may aggregate usage at a statewide, LATA, BAN or end office level.
  2. The reports will be based on the calendar year and will be due within fifteen days after the end of the quarter beginning with the completion of the first full quarter of service.
  3. The Customer will maintain records of call detail from which the jurisdictional determination is made. For verification purposes the Telephone Company may request that these records be made available for inspection and audit on not more than an annual basis. Such audit may be conducted by independent auditors if the Telephone Company and the Customer, or the Customer alone, is willing to pay the expense. The quarterly reports will be used as the basis for prorating charges to the interstate and intrastate jurisdictions for the next three month's billing and will be effective on the first day of the next monthly billing period which begins at least 15 business days after the day on which the Customer reports the revised jurisdictional information to the Telephone Company.
  4. In the event the Customer fails to provide a report for one or more quarters, the Telephone Company will use the most recently provided quarterly report for subsequent bills until the Customer provides an updated report.
  5. In those situations where a PIU has not been provided with a quarterly update and is therefore not available, a PIU of 50% (fifty percent) will be applied.
  6. No revisions to bills preceding the effective date of the revised jurisdictional information will be made based on this report.

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### **4. Provisioning of Service (Cont'd)**

#### **4.2. Regulations**

##### **4.2.1 Changes and Substitutions**

Except as provided for equipment and systems subject to Part 68 of the FCC Rules and Regulations in 47 C.F.R. Paragraph 68.110 (b), the Company may, where such action is reasonably required in the operation of its business, substitute, change, or rearrange any equipment, facilities or systems used in providing Service under this Guide, change minimum network protection criteria, change operating or maintenance characteristics of facilities, or change operations or procedures of the Company. In case of any such substitution, change or rearrangement, the facility parameters will be within generally accepted standards. The Company shall not be responsible if any such substitution, change or rearrangement renders any Customer furnished services obsolete or requires modification or alteration thereof or otherwise affects their use or performance. If such substitution, change, or rearrangement materially affects the operating characteristics or technical parameters of the Service as originally ordered by the Customer, the Company will notify the Customer in writing prior to making such substitution, change or rearrangement. Notification will be given as follows:

- (A) Should a major change occur, the Company shall notify the Customer at least one year in advance. A major change is described as any change in telephone equipment that will affect the technical parameters of the interface (e.g., level, impedance, signaling, interface, bandwidth, coaxial cable, etc.).
- (B) Should a minor change occur, the Company shall notify the Customer at least thirty days in advance. A minor change is described as any change in telephony-related equipment that will not affect the technical parameters of the interface (e.g., level, impedance, signaling, interface, bandwidth, coaxial cable, etc.).

The Company will work cooperatively with the Customer relative to the redesign and implementation required by the change in operating characteristics.

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**4. Provisioning of Service (Cont'd)****4.2. Regulations (Cont'd)****4.2.2 Discontinuance and Refusal of Service**

- (A) Company may discontinue the provision of the Service to any Customer not complying with the provisions of this Guide. In case of such discontinuance, all applicable charges shall become due.
- (B) If the Customer repeatedly fails to comply with the provisions of this Guide in connection with the provision of Service, and fails to correct such course of action after notification is provided to him as stated above, Company may refuse applications for any additional Service to the non-complying Customer until the course of action is corrected.
- (C) If the National Exchange Carrier Association, Inc., notifies the Company that the Customer has failed to comply with Section 8 of the National Exchange Carrier Association, Inc., FCC No. 5 (Lifeline Assistance and Universal Service Fund charges) including any Customer's failure to make payments on the date and times specified therein, the Company, may take any of these actions:
  - 1. Refuse additional applications for service,
  - 2. Refuse to complete any pending orders for service,
  - 3. Discontinue the provision of service to the Customer.
- (D) In the case of discontinuance, all applicable charges including termination charges shall become due.

**4.2.3 Preemption of Service**

In certain instances, i.e., when spare facilities and/or equipment are not available, it may be necessary to preempt existing services to provision or restore National Security Emergency Preparedness (NSEP) Services. If, in its best judgment, the Company deems it necessary to preempt, then the Company will ensure that:

- (A) A sufficient number of public switched services are available for public use if preemption of such services is necessary to provision or restore NSEP Service.
- (B) The service(s) preempted have a lower or do not contain NSEP assigned priority levels.
- (C) A reasonable effort is made to notify the preempted service customer of the action to be taken.
- (D) A credit allowance for any preempted service shall be made in accordance with the provisions in this Guide.

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### 4. Provisioning of Service (Cont'd)

#### 4.2. Regulations (Cont'd)

##### 4.2.4 Interference or Impairment

- (A) The characteristics and methods of operation of any circuits, facilities or equipment provided by anyone other than the Company shall not interfere with or impair service over any facilities of the Company, its connecting and concurring carriers, or other telephone companies involved in its services, cause damage to their equipment, impair the privacy of any communications carried over their facilities or create hazards to their employees or to the public.
- (B) Except as provided for equipment or systems subject to Part 68 of the FCC Rules and Regulations in 47 C.F.R. Paragraph 68.108, if such characteristics or methods of operation are not in accordance with the above, the Company will, where practicable, notify the Customer, as appropriate, that temporary discontinuance of Service may be required; however, where prior notice is not practicable, nothing contained herein shall be deemed to preclude the Company's right to temporarily discontinue forthwith the Service if such action is reasonable in the circumstances. In case of such temporary discontinuance, the Customer will be promptly notified and afforded the opportunity to correct the condition that gave rise to the temporary discontinuance. During such period of temporary discontinuance, allowance for interruption of Service as in this Guide is not applicable.

##### 4.2.5 Unlawful Use of Service

The Service is furnished subject to the condition that it will not be used for an unlawful purpose. Service will be discontinued if any law enforcement agency, acting within its apparent jurisdiction, advises the Telephone Company in writing that such Service is being used in violation of law. The Telephone Company may refuse to furnish Service when it has reasonable grounds to believe that such access will be used in violation of law.

##### 4.2.6 Ownership of Equipment, Facilities and Systems

Title to all equipment, facilities and systems provided in accordance with this Guide for provision of Service to the Customer remains with the Company or third party vendor providing facilities, if any, on behalf of the Company.

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**4. Provisioning of Service (Cont'd)****4.3. Obligations of the Company****4.3.1 Scope**

The Company undertakes to provide and is only responsible for the Services offered in this Guide on the terms and conditions and at the rates and charges specified herein. The Customer shall be fully responsible for the payment of any bills for such Services and the resolution of any disputes or discrepancies with the Company. The Company is not responsible to any entity or its respective Customers for any service provided by that entity or to any entity that purchases access to the Company Network or use any of the Company's facilities or Services in order to originate or terminate its own services or to communicate with its own Customers. The Company does not undertake to transmit messages but offers the use of its facilities for the transmission of communications between patrons. If because of transmission difficulties the operator, in order to accommodate an End User, repeats messages, the operator is deemed to be acting as the agent of the persons involved and no liability shall be attach to the Telephone Company because of any errors made by the operator or misunderstandings that may arise between End Users because of such errors.

**4.3.2 Installation and Termination of Equipment, Facilities and Systems**

- (A) Services provided under this Guide will include any entrance cable or drop wiring and wire or intra-building cable to that point where provision is made for termination of the Company's facilities at a suitable location inside a customer designated location, and will be installed by the Company to such point of termination.
- (B) The Company, to the extent that such facilities are or can be made available with reasonable effort, and after provisions have been made for the Company's local service, will provide to the Customer, upon reasonable notice, facilities offered in other applicable sections of this Guide at rates and charges specified therein.
- (C) Service provided to a Customer under this Guide must be connected to access tandem facilities of another telephone company in the joint provision of intrastate access.
- (D) Any special interface equipment necessary to achieve compatibility between the facilities and equipment of the Company and the channels, facilities or equipment of others must be provided at the Customer's expense.
- (E) Access Services may be connected to the Services of other Carriers only when authorized by, and in accordance with, the terms and conditions of the Tariffs of the other Carriers that are applicable to such connections.

**4.3.3 Maintenance of Equipment, Facilities and Systems**

The Company shall maintain company's equipment, facilities or systems utilized to provide Service under this Guide. The Customer or others may not rearrange, move, disconnect, remove or attempt to repair any systems provided by the Company, other than by connection or disconnection to any interface means used, except with the written consent of the Company.



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**4. Provisioning of Service (Cont'd)****4.3. Obligations of the Company (Cont'd)****4.3.4 Shortage of Equipment, Facilities or Systems**

Service is offered subject to the availability of facilities, equipment, or systems and the Company's ability to fulfill the request for Service under the provisions of this Guide. The Company reserves the right, without incurring liability, to refuse to provide or to limit Service to or from any location where the necessary facilities, equipment, systems, interconnection arrangements, billing arrangements, and/or switch software are not available.

**4.3.5 Notification of Service-Affecting Activities**

Where possible, the Company, at its sole discretion, may provide the Customer reasonable notification of Service affecting activities that may occur in the normal operation of its business.

**4.3.6 Refusal and Discontinuance of Service**

- (A) Upon nonpayment of any amounts owing to the Company, the Company, by giving prior written notice to the Customer, may discontinue or suspend Service without incurring any liability.
- (B) Upon the Customer's insolvency, assignment for the benefit of creditors, filing for bankruptcy or reorganization, or failing to discharge an involuntary petition within the time permitted by law, the Company may immediately discontinue or suspend Service without incurring any liability.
- (C) Upon condemnation of any material portion of the facilities used by the Company to provide Service to a Customer, or if a casualty renders all or any material portion of such facilities inoperable beyond feasible repair, the Company, by notice to the Customer, may discontinue or suspend Service without incurring any liability.
- (D) Upon any governmental prohibition or required alteration of the Services to be provided or any violation of an applicable law or regulation, the Company may immediately discontinue Service without incurring any liability.
- (E) In the event the Company incurs fees or expenses, in collecting, or attempting to collect, any charges owed the Company, the Customer will be liable to the Company for the payment of all such fees and expenses reasonably incurred.
- (F) If a Customer whose account has been closed has a credit balance showing, the Telephone Company will transfer the credit to another account of the Customer, or will mail a check for the balance to the Customer if it believes it has a valid address. If the Company is not certain that it has a valid address, it will include a notice with the final invoice, which will be mailed to the Customer's last known address, asking the Customer to verify the address so that the Company can make a refund, or it will write to the Customer at that address and request

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**4. Provisioning of Service (Cont'd)****4.3. Obligations of the Company (Cont'd)****4.3.6 Refusal and Discontinuance of Service (Cont'd)**

verification. Such verification can be made by calling a designated telephone number or by writing to a specified address. Upon receiving verification, a check for the balance will be mailed. If the final invoice or the notification letter is returned by the post office as undeliverable, or if no response is received within 30 days of mailing, the Company will begin applying a closed account maintenance charge of 20% of the balance per month in the second monthly billing period following the month in which the account was closed, and will continue to apply that charge until the Customer requests a refund or the balance is exhausted.

- (G) Upon the Company's discontinuance of Service to the Customer, the Company, in addition to all other remedies that may be available to the Company at law or in equity or under any other provision of this Guide, may declare all future monthly and other charges which would have been payable by the Customer during the remainder of the term for which such Services would have otherwise been provided to the Customer to be immediately due and payable.
- (H) When more than one Local Exchange Carrier provides Access Service, the companies involved in providing the joint service may individually or collectively deny service to a Customer for nonpayment. Where the Local Exchange Carrier affected by the nonpayment is incapable of effective discontinuance of Service without cooperation from the other joint providers of Switched Access Service, such other Carrier(s) will, if technically feasible, assist in denying the joint service to the Customer. Service denial for such joint service will only include calls originating or terminating within or transiting the operating territory of the Local Exchange Carrier initiating the service denial for nonpayment. When more than one of the joint providers must deny service to effectuate termination for nonpayment, in cases where a conflict exists in the applicable Tariff provisions, the Tariff regulations of the Carrier whose Local Switching Center serves the Customer shall apply for joint service discontinuance.
- (I) In its sole discretion, the Company may discontinue the furnishings of any and/or all Service(s) to a Customer, without incurring any liability:
- (J) Immediately and without notice, if the Company deems that such action is necessary to prevent, to protect against fraud, or to otherwise protect its personnel, agents, facilities or Services. The Company may discontinue Service pursuant to this sub-section if:
  1. The Customer refuses to furnish information to the Company regarding the Customer's creditworthiness, its past or current use of Carrier telecommunications Services or its planned use of Telephone Company's Service(s); or
  2. The Customer provides false information to the Company regarding the Customer's identity, address, creditworthiness, past or current use of Carrier telecommunications Services, or its planned use of the Company's Service(s) under the Guide; or

INTRASTATE ACCESS SERVICE GUIDE

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**4. Provisioning of Service (Cont'd)****4.3. Obligations of the Company (Cont'd)****4.3.6 Refusal and Discontinuance of Service (Cont'd)**

3. The Customer states that it will not comply with a request of the Company for Advance Payment or Deposit; or
  4. The Customer has been given written notice by the Company of any past due amount (which remains unpaid in whole or in part) for any of the Company's other Carrier telecommunications Services provided under the Guide, to which the Customer either subscribes or had subscribed or used; or
  5. The Customer uses Service to transmit a message, locate a person or otherwise give or obtain information without payment for the Service; or
  6. The Customer uses, or attempts to use, Service with the intent to avoid the payment, either in whole or in part, of the Guide charges for the Service by:
    - a. Using or attempting to use Service by rearranging, tampering with, or making connections to the Company's Service not authorized by this Guide; or
    - b. Using tricks, schemes, false or invalid numbers, false credit devices, or electronic devices; or
    - c. Any other fraudulent means or devices.
- (K) Immediately upon written notice to the Customer of any sum not paid 30 days from the Payment Due Date; or
- (L) Seven days after sending the Customer written notice of noncompliance with any provision of this Guide if the noncompliance is not corrected within that 7-day period. The discontinuance of Service(s) by the Company pursuant to this section does not relieve the Customer of any obligation to pay the Company for bills due and owing for Service(s) furnished up to the time of discontinuance.

**4.3.7 Conditions of Restoration**

If a Service is disconnected by the Company in accordance with the provisions of this Guide and later restored, restoration of Service will be subject to: all applicable installation charges. In addition, in order to have Service restored, the Customer must:

1. Have no outstanding Balance Due to the Company
2. Be responsible for all installation charges associated with restoral of service, and
3. Provide Company with an Advance Payment, if requested.

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**INTRASTATE ACCESS SERVICE GUIDE**

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**4. Provisioning of Service (Cont'd)****4.4. Limitation of Liability**

- (A) The liability of the Telephone Company, its officers, directors, employees, agents, vendors and suppliers, with respect to any action, claim, judgment, demand, liability, loss or expense brought or incurred by Customer, by any End User, or by any other person in connection with the installation, provision, failure, termination, maintenance, repair or restoration of Service will in no event exceed the lesser of \$500 or, in the event of failure of Service or the extension of allowances for interruption the Company as set forth in this Guide.
- (B) The liability of the Telephone Company, its officers, directors, employees, agents, vendors and suppliers, for defacement of or damages to the Premises or for any personal injury or death arising, directly or indirectly, from the furnishing of Services, and including without limitation the installation or removal of any Facilities, equipment or wiring associated therewith, will in no event exceed the lesser of \$500 or, in the event of failure of Service, the extension of allowances for interruption as set forth in this Guide. Customer is solely responsible for connecting any and all apparatus, equipment and associated wiring on End Users' Premises to the Services, and no third party engaged in such activity is to be deemed to be an agent or employee of the Telephone Company.
- (C) In no event will the Telephone Company be liable for loss of profits (even if the Telephone Company has been advised of the possibility of such loss) or for any indirect, incidental, special, consequential, exemplary or punitive damages whatsoever arising, directly or indirectly, from or in connection with the provision of Services. This limitation of liability shall survive failure of an exclusive remedy, and shall apply regardless of the form of action, whether in contract, tort, warranty, strict liability, misrepresentation, negligence (including without limitation, active and passive negligence) or other theory of recovery.
- (D) Any action or claim against the Telephone Company arising from any of its alleged acts or omissions in connection with this Guide or the Contract or Service Agreement will be deemed waived if not brought or made in writing within sixty (60) days from the date that the alleged act or omission occurred. No action or proceeding against the Telephone Company shall be commenced more than two (2) years after the Service is rendered.
- (E) The liability of the Telephone Company for errors in billing that result in overpayment by the Customer shall be limited to a credit equal to the dollar amount erroneously billed or, in the event that payment has been made and Service has been discontinued, to a refund of the amount erroneously billed. The Telephone Company will provide interest on Customer overpayments that are not refunded within 30 days of the date the Telephone Company receives the overpayment.

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**INTRASTATE ACCESS SERVICE GUIDE**

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**4. Provisioning of Service (Cont'd)****4.4. Limitation of Liability (Cont'd)****4.4.1 Disclaimer**

The Telephone Company will have no liability whatsoever to Customer, its End Users, employees, agents, subcontractors, or assignees, or to any other person for (i) damages arising out of any other providers' performance failures, (ii) any act or omission of any third party furnishing equipment, facilities or service to any Customer or End User in connection with this Guide or with the Services, (iii) any failure of Customer-or End User-provided terminal equipment or communications systems, or (iv) any other act or omission of any other provider, End User or third party related to the use or provision of Services hereunder.

When the Facilities of other Carriers are used in establishing connections to points not reached by the Telephone Company's Facilities, the Telephone Company is not liable for any act or omission of the other Carrier(s). The Customer will indemnify and save harmless the Telephone Company from any third-party claims for any such damages.

**THE TELEPHONE COMPANY DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, OR TITLE OR NON-INFRINGEMENT OF THIRD PARTY RIGHTS, FOR OR IN CONNECTION WITH THE USE OR PROVISION OF SERVICES PROVIDED HEREUNDER.**

**4.4.2 Force Majeure**

The Telephone Company is excused from any performance due to causes beyond its reasonable control, including but not limited to acts of God, fire, floods, other catastrophes, insurrections, national emergencies, wars, strikes, work stoppages or other labor disputes, unavailability of rights-of-way, disconnection or unavailability (through no fault of the Telephone Company) of any other provider's facilities or services, or any regulation or other directive, action or request of any governmental authority.

**4.4.3 Use of Connecting Telephone Company Lines**

When suitable arrangements can be made, lines of other telephone companies may be used in establishing wire connections to points not reached by the Telephone Company's lines. In establishing connections with the lines of other companies, the Telephone Company is not responsible or liable for any action of the Connecting Company. Connection of the Telephone Company's lines to the lines of another telephone company shall be in the sole discretion of the Telephone Company.

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**INTRASTATE ACCESS SERVICE GUIDE**

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**4. Provisioning of Service (Cont'd)****4.4. Limitation of Liability (Cont'd)****4.4.4 Indemnification**

Subject to the limitations of liability set forth in Section 4.4 hereof, the Telephone Company and the Customer shall defend, indemnify, and hold each other harmless from and against any and all actions, claims, judgments, damages, demands, liabilities, and expenses, resulting from injury to or death of any person (including injury to or death of their employees) or from the loss of or damage to tangible real or tangible personal property or to the environment, to the extent that such injury, death, loss or damage was proximately caused by any negligent act or omission on the part of the party from whom indemnity is sought, its agents, employees, subcontractors or assignees, in connection with use of the Services. The indemnifying party under this Section shall defend the other at the other's request against any such action, liability, claim or demand. The party seeking indemnification under this Section must notify the other promptly of written claims or demands for which the indemnifying party is responsible hereunder. The Telephone Company and the Customer, as the case may be, shall cooperate fully with the other in the course of such indemnification, and the indemnifying party shall control such defense and the right to litigate, settle, appeal (provided it pays the cost of any required appeal bond), compromise or otherwise deal with any such claim or resulting judgment, provided that such settlement, compromise or other resolution of said claim does not result in any liability to the indemnified party.

**4.5. Obligations of the Customer****4.5.1 General**

The Customer shall be responsible for:

- (A) Payment of all applicable Charges and Fees pursuant to this Guide; and
- (B) Reimbursing the Company for damage to the Company's facilities or equipment caused by the acts or omissions of the Customer, or its Authorized User or End User; by the noncompliance by the Customer with these regulations; or by fire, theft or other casualty on the Customer's or End User's Premises; and
- (C) Providing at reasonable charge, as specified from time to time by the Company, any needed personnel, equipment, space and power to operate Company facilities and equipment installed on the Premises of the Customer, and the level of heating and air conditioning necessary to maintain the proper operating environment on such Premises; and
- (D) Obtaining, maintaining, and otherwise having full responsibility for all rights-of-way and conduit necessary for installation of all cable and associated equipment used to provide Access Service to the Customer or End User from the Premises entrance or property line to the location of the equipment space. Any costs associated with obtaining and maintaining the rights-of-way described herein, including the costs of altering the structure to permit installation of the Company facilities, shall be borne entirely by, or may be charged by the Company to, the Customer. The Company may require the Customer to demonstrate its compliance with this section prior to accepting a Service Order; and

**INTRASTATE ACCESS SERVICE GUIDE**

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**4. Provisioning of Service (Cont'd)**

**4.5. Obligations of the Customer (Cont'd)**

**4.5.1 General (Cont'd)**

- (E) Ensuring that its equipment and/or system or that of its agent or End User is properly interfaced with the Company's Service; that the signals emitted into the Company's Network are of the proper mode, bandwidth, power, data speed, and signal level for the intended use of the Customer or End User and in compliance with the criteria set forth in this Guide; and that the signals do not damage Company equipment, injure its personnel or degrade Service to other Customers or End Users. If the Customer or its agent fails to maintain and operate its equipment and/or system or that of its agent properly, with resulting harm to Company equipment, personnel, or the quality of Service to other Customers, the Company may, upon written notice, require the use of protective equipment at the Customer's expense. If this fails to produce satisfactory quality and safety, the Company may, upon written notice, terminate the Customer's Service without liability; and
- (F) Providing a safe place to work, complying with all laws and regulations regarding the working conditions on the Premises at which Company employees and agents will be installing or maintaining the Company's facilities and equipment. The Customer may be required to install and maintain the Company's facilities and equipment within a hazardous area if, in the Company's opinion, injury or damage to the Company's or third party vendor's employees or property might result from installation or maintenance by the Company or third party vendor. The Customer shall be responsible for identifying, monitoring, removing and disposing of any hazardous material prior to any construction or installation work; and
- (G) Complying with all laws and regulations applicable to, and obtaining all consents, approvals, licenses and permits as may be required with respect to, the location of Company's facilities and equipment in any Customer Premises or the rights-of-way for which the Customer is responsible; and granting or obtaining permission for Company agents or employees to enter the Premises of the Customer at any time for the purpose of installing, inspecting, maintaining, repairing, or, upon Termination of Service as stated herein, removing the facilities or equipment; and
- (H) Not creating or allowing to be placed or maintained any liens or other encumbrances on the Company's equipment or facilities leased by the Customer from the Company; and
- (I) Making the Company facilities and equipment available periodically for maintenance purposes at a time agreeable to both the Company and the Customer. No allowance for interruptions in Service will be made for the period during which Service is interrupted for such purposes; and
- (J) Promptly notifying the Company in writing of any allegation, claim, loss, damage, liability, defect, cost or expense for which the Company may be responsible and cooperating in every reasonable way to facilitate defense or settlement of such allegation, claim, loss, damage, liability, defect, cost or expense.

## INTRASTATE ACCESS SERVICE GUIDE

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### 4. Provisioning of Service (Cont'd)

#### 4.5. Obligations of the Customer (Cont'd)

##### 4.5.2 Notices and Communications

- (A) The Customer will designate on the Service Order an address to which the Company will mail or deliver all notices and other communications, except that the Customer may also designate a separate address to which the Company's bills for Service will be mailed.
- (B) The Company will designate on the Service Order an address to which the Customer will mail or deliver all notices and other communications, except that the Company may designate a separate address on each bill for Service to which the Customer will mail payment on that bill.
- (C) All notices or other communications required to be given, pursuant to this Guide, will be in writing unless otherwise provided.
- (D) The Company or the Customer will advise the other party of any changes to the addresses designated for notices, other communications or billing, by following the procedures for giving notice set forth herein.

##### 4.5.3 Claims

- (A) The Customer shall indemnify, defend and hold harmless the Company as set forth in this Guide.
- (B) The Customer shall not assert any claim against any other Customer or user of the Company's Services for damages resulting in whole or in part from or arising in connection with the furnishing of Service under this Guide, including, but not limited to, mistakes, omissions, interruptions, delays, errors or other defects or misrepresentations, whether or not such other Customer or user contributed in any way to the occurrence of the damages, unless such damages were caused solely by the negligent or intentional act or omission of the other Customer or user and not by any act or omission of the Company.

##### 4.5.4 Transfer and Assignments

The Customer may not assign or transfer its rights or duties in connection with the Services provided by the Company without the written consent of the Company and payment of the applicable charges.

##### 4.5.5 Inspections

Upon reasonable notification to the Customer, and at a reasonable time, the Company may make such tests and inspections as may be necessary to determine that the Customer is complying with the requirements set forth in this Guide for the installation, operation, and maintenance of Customer provided facilities and equipment connected to Company-owned facilities and equipment. No credit will be allowed for any interruptions occurring during such inspections.



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**INTRASTATE ACCESS SERVICE GUIDE**

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**4. Provisioning of Service (Cont'd)****4.5. Obligations of the Customer (Cont'd)****4.5.6 Temporary Surrender of Service**

In certain instances, the Customer may be requested to surrender Service for purposes other than maintenance, testing or activity relating to an Access Service Request. If the Customer consents, or in the instance of preemption under NSEP Treatment as set forth in this Guide, a credit allowance will be granted. The credit allowance will be determined in accordance with this Guide.

**4.5.7 Interruptions of Service**

- (A) It is the obligation of the Customer to notify the Company of any interruptions in Service. Before giving such notice, the Customer will ascertain that the trouble is not being caused by any action or omission of the Customer, not within the Customer's control, and is not in wiring or equipment connected to the terminal of the Company.
- (B) A credit allowance will not be given unless otherwise specified in this Guide. A Service is interrupted when it becomes inoperative to the Customer, *e.g.*, the Customer is unable to transmit or receive because of a failure of a component furnished by the Company under this Guide. A credit allowance will not be extended for repair of Company owned facilities.
- (C) If the Customer reports to the Company that a Service, facility or circuit is inoperative but declines to release it for testing and repair, or refuses access to the customer premises for test and repair by the Company or an agent of the Company, the Service, facility or circuit is considered to be impaired but not interrupted. No credit allowance will be made for a Service, facility or circuit considered by the Company to be impaired.
- (D) The Customer will be responsible for the payment of service charges as set forth herein when the Service difficulty or trouble report results from the use of equipment or facilities provided by any party other than the Company, including, but not limited, to the Customer.

## INTRASTATE ACCESS SERVICE GUIDE

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### 4. Provisioning of Service (Cont'd)

#### 4.5. Obligations of the Customer (Cont'd)

##### 4.5.8 Indemnification by Customer

Customer shall defend, indemnify and hold the Telephone Company (together with its officers, directors, employees, agents, vendors and suppliers) harmless from any and all actions, claims, judgments, damages, demands, liabilities, and expenses, arising from or in connection with:

- (A) libel or slander resulting from Users' use of the Services;
- (B) any damage, loss or destruction of any property or any personal injury (including death) not due to the Company's negligence or willful misconduct.
- (C) infringement of any patent, copyright, trademark, trade name, service mark or trade secret arising from: (i) the transmission of any material transmitted (a) by any User or (b) by any other person using the Services provided to any User, User location, or Authorization Code; or (ii) from the combination of User's use of Services with customer-provided CPE or with other User-provided facilities or services; and
- (D) except as otherwise provided by applicable law, any unauthorized, unlawful, or fraudulent use of or access to the Services provided to Users.
- (E) any infringement or invasion of the right of privacy of any person or persons, caused or claimed to have been caused, directly or indirectly, by the installation, operation, failure to operate, maintenance, removal, presence, condition, occasion to use E911 service features and the equipment associated therewith, or by any services furnished by the Company in connection therewith, including but not limited to, the identification of the telephone number, address or name associated with the telephone used by persons accessing 911 service thereunder, and which arises out of the negligence or other wrongful act of the Customer, its user, agencies or municipalities, or the employees or agents of any one of them.
- (F) any claims or causes of action arising from the non-implementation of Private Switch/Automatic Locations Identification (PS/ALI), the enabling of station level 911 service, and/or the failure of PS/ALI or station level 911 service if enabled.

Customer shall be solely responsible for any damage to or loss of Company equipment while on the Premises, unless such damage is caused by the negligence or willful misconduct of the Company, its employees, subcontractors or agents.

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## INTRASTATE ACCESS SERVICE GUIDE

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### 5. Switched Access Service Ordering

#### 5.1. General

This Section sets forth the rules and regulations related to ordering Service, as defined in this Guide.

#### 5.2. Ordering Conditions

**5.2.1** Services offered under this Guide may be ordered using an Access Service Request (ASR) or a Constructive Order for service, unless otherwise specified herein. The format and terms of the ASR will be as specified in the industry Access Service Order Guidelines, unless otherwise specified herein. A Customer may order any number of Services of the same type and between the same Premises on a single ASR. All details for Services for a particular order must be identical.

**5.2.2** The Customer shall provide all information necessary for the Company to provide and bill for the requested Service. When placing an order for Access Service, the Customer shall provide the following minimum information:

- (A) Customer name and Premise(s) address(es);
- (B) Billing name and address (when different from Customer name and address); and,
- (C) Customer contact name(s) and telephone number(s) for the following provisioning activities: order negotiation, order confirmation, interactive design, installation and billing.

**5.2.3** The order date (Application Date) is the date on which the Company receives a firm commitment and sufficient information from the Customer to allow processing of the ASR. The Customer is advised of the critical events in the provisioning process, the Application Date, the Plant Test Date and the Service Date, at the time the Company gives the Customer an Order Confirmation Date.

#### 5.3. Access Service Requests (ASR)

When a Customer requests new or additional Switched Access Service, one or more ASR's may be required. The number of orders required is dependent on the type of services being requested. When placing an order, the Customer shall provide all standard ASR ordering information as specified in industry guidelines. The Customer will also be required to provide this information to order additional Service for an existing Service type. With the agreement of the Company, other Services may subsequently be added to the ASR at any time, up to and including the Service Date for the Access Service. When added subsequently, charges for a Design Change will apply when an engineering review is required. Additional engineering is not an ordering option, but will be applied to an ASR when the company determines that additional engineering is necessary to accommodate a Customer request.

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**INTRASTATE ACCESS SERVICE GUIDE**

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**5. Switched Access Service Ordering (Cont'd)****5.3. Access Service Requests (Cont'd)**

Additional engineering will be provided by the Company at the request of the Customer only when a Customer requests additional technical information after the Company already has provided the technical information included on the design layout report as set forth herein. The Customer will be notified when additional engineering is required, and will be furnished with a written statement setting forth the justification for the additional engineering as well as an estimate of the charges. If the Customer agrees to the additional engineering, a firm order will be established. If the Customer does not want the Service after being notified by the Company that additional engineering is required, the Customer may cancel the order and no charges will apply. Once a firm order has been established, the total charge to the Customer for the additional engineering may not exceed the original estimated amount by more than 10 percent.

**5.4. Access Service Request Modifications**

The Customer may request a modification of its ASR prior to the Service Date. All modifications must be in writing using the industry ASR process. The Company, in its sole discretion, may accept a verbal modification from the Customer. The Company will make every effort to accommodate a requested modification when it is able to do so with the normal work force assigned to complete such an order within normal business hours. Charges for Access Service order modification will apply as set forth below, on a per occurrence basis. Any increase in the number of Switched Access Service lines, Trunks, transport facilities, out of band signaling connections or any change in engineering or functionality of a Service will be treated as a new ASR with a new Service Commencement Date interval.

**5.4.1 Service Date Change Charge**

- (A) ASR Service dates for the installation of new Services or rearrangement of existing Services may be changed, but the new Service Commencement Date may not exceed the original Service Date by more than 30 calendar days. When, for any reason, the Customer indicates that Service cannot be accepted for a period not to exceed 30 calendar days, and the Company accordingly delays the start of Service, a Service Date Change Charge will apply. In addition, when the Customer submits a request for a Service Date Change that is less than five business days from the date of notification by the Customer, a Service Date Change Charge and an Expedite Charge will apply. No Expedite Charge will apply if the Customer requests a Service Date Change that is more than 5 business days from the date of request by the Customer, but earlier than the original requested Service Commencement Date.
- (B) If the Customer requested Service date is more than 30 calendar days after the original Service Date, the Company will cancel the order on the 31<sup>st</sup> day. Appropriate cancellation charges will be applied. If the Customer still requires the Service, the Customer must place a new ASR with the Company.
- (C) The Service Date Change Charge will apply on a per order/per occurrence basis for each Service Date changed as set forth in the Guide.

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**INTRASTATE ACCESS SERVICE GUIDE**

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**5. Switched Access Service Ordering (Cont'd)****5.4. Access Service Request Modifications (Cont'd)****5.4.2 Design Change Charge**

- (A) The Customer may request a Design Change to the Service(s) ordered. A Design Change is any change to an ASR that requires Engineering Review. An Engineering Review is a review by Company personnel of the Service(s) ordered and the requested changes to determine what change(s) in the design, if any, are necessary to meet the Customer's request. Design Changes include such changes as the addition or deletion of optional features or functions or a change in the type of Transport Termination. Any other changes are not considered Design Changes for purpose of this subsection and will require issuance of a new ASR and the cancellation of the original ASR with appropriate cancellation charges applied.
- (B) The Design Change Charge will apply on a per order/per occurrence basis, for each order requiring a Design Change. The applicable charges set forth in this Guide, are in addition to any Additional Labor or Service Date Change Charges that may apply.

**5.4.3 Expedited Order Charge**

- (A) When placing an Access Order for Service(s) for which a Standard Interval exists, a Customer may request a Service Commencement Date that is earlier than the Standard Interval Service Date, in which case an Expedite Charge will apply. The Expedite Charge will not apply if the new Service Commencement Date is more than five days from the date of the request to the Company. The request for an earlier Service Commencement Date may be received from the Customer prior to its issuance of an ASR, or after the ASR has been issued but prior to the Service Commencement Date. The Company has the exclusive right to accept or deny the Expedite Order request. However, if, upon reviewing availability of equipment and scheduled workload, the Company agrees to provide Service on an expedited basis and the Customer accepts the Company's proposal, an Expedite Charge will apply.
- (B) If the Company is subsequently unable to meet an agreed upon expedited Service Commencement Date, then the Expedite Charge will not apply. In the event the Company provides Service on an expedited basis at the Customer's request, and the Customer delays Service or is not ready for delivery of Service at the time of installation, a Service Date Change Charge will apply in addition to the Expedite Charge. In the event that the Customer cancels an expedite request, the Expedite Charge will be added to any applicable Cancellation Charge specified herein.
- (C) In the event that the Customer requests a Service Date Change after the Company has received the original expedite request, the Expedite Charge will still apply.
- (D) An Expedite Charge will not be applied to orders expedited for Company reasons.
- (E) If costs other than additional administrative expenses are to be incurred when the Access Order is expedited, the regulations and charges for Special Construction as set forth in this Guide will apply. The Expedited Order Charge will apply on a per order/per occurrence basis, as specified in this Guide.

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**INTRASTATE ACCESS SERVICE GUIDE**

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**5. Switched Access Service Ordering (Cont'd)****5.5. Access Service Request Cancellations**

**5.5.1** A Customer may cancel an ASR for the installation of Switched Access Service at any time prior to notification by the Company that Service is available for the Customer's use. The cancellation date is the date the Company receives written or verbal notice from the Customer that the order is to be cancelled. The verbal notice must be followed by written confirmation within 10 days. A Customer may negotiate an extension of a Service Date of an ASR for installation of new Services or rearrangement of existing Service, in which case a Service Date Change Charge will apply. However, the new Service Commencement Date cannot exceed the originally established Service date by more than 30 calendar days. On the 31<sup>st</sup> day beyond the original Service Date, the ASR will be cancelled and the appropriate Cancellation Charge will be applied.

**5.5.2** Except as stated herein, Cancellation Charges will apply as specified in this Guide. If the cancellation occurs prior to the Company's receiving the ASR, no charges shall apply. Cancellation charges for Expedited Orders will be applied for any order cancelled from the Application Date forward.

**5.5.3** If the Company misses a Service Date for a Standard or Negotiated Interval Access Order by more than 30 days due to circumstances such as acts of God, governmental requirements, work stoppages and civil riots or wars, the Company shall not be liable for such delay and the Customer may cancel the ASR without incurring Cancellation Charges.

**5.6. Access Service Date Intervals**

Access Service Date Intervals for Access Service is provided within one of the following Service Date intervals:

1. Standard Interval
2. Negotiated Interval

The Company will specify an Order Confirmation Date and a Service Commencement Date contingent on the ASR being complete as received. To the extent that Access Service can be made available with reasonable effort, the Company will provide the Access Service in accordance with the Customer's requested interval, subject to the following conditions:

**5.6.1 Standard Interval**

The standard interval for Switched Access Service will be 10 business days (Standard Interval) from the Application Date. This interval only applies to standard Service offerings for a Customer that is at locations where there are pre-existing facilities to the Customer Premises. Access Services provided under the Standard Interval will be installed during Company business hours.

**INTRASTATE ACCESS SERVICE GUIDE**

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**5. Switched Access Service Ordering (Cont'd)**

**5.6. Access Service Date Intervals (Cont'd)**

**5.6.2 Negotiated Interval**

The Company will negotiate a Service Date interval (Negotiated Interval) with the Customer when:

1. The Customer requests a Service Date before or beyond the applicable Standard Interval Service Date; or
2. There is no existing facility connecting the Customer Premises with the Company; or
3. The Customer requests a Service that is not considered by the Company to be a standard Service offering (for example, if additional engineering is required to complete the order); or
4. The Company determines that Access Service cannot be installed within the Standard Interval.

The Company will offer a Service Date based on the type and quantity of Access Services the Customer has requested. The Negotiated Interval may not exceed by more than six months the Standard Interval Service Date, or, when there is no Standard Interval, the Company offered Service Date. All Services for which rates are applied on an Individual Case Basis are provided with a Negotiated Interval.

## INTRASTATE ACCESS SERVICE GUIDE

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### **6. Application of Deposits, Payments and Charges**

#### **6.1. General**

This Section sets forth the types of deposits, payments and charges that are defined in this Guide for provisioning Switched Access Service.

#### **6.2. Deposits**

The Telephone Company may require a Customer, to make a deposit prior to or at any time after the provision of Service to the Customer to protect against uncollectible accounts.. No such deposit will be required of a Customer which is a successor of a company which has established credit and has no history of late payments to the Company.

#### **6.3. Advance Payments**

To safeguard its interests, the Company may require a Customer to make an Advance Payment before Services are provisioned to the Customer. The Advance Payment will not exceed an amount equal to the Non-Recurring Charge(s) and three months' charges for the Service to be provided. In addition, where Special Construction is involved, the Advance Payment may also include an amount equal to the estimated Non-Recurring Charge and/or Labor Charges for the Special Construction and any estimated Recurring Charges for a period to be set between the Company and the Customer. The Advance Payment will be credited to the Customer's first bill.

An Advance Payment may be required in addition to a Deposit. The Advance Payment is due ten (10) business days following the date the Company confirms acceptance of the order, or on the application date, whichever is later. If the Advance Payment is not received by such payment date, the order may be cancelled. If a Customer cancels an order for Service, the order will be withdrawn. Any Advance Payment made will not be credited or refunded.



INTRASTATE ACCESS SERVICE GUIDE

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**6. Application of Deposits, Payments and Charges (Cont'd)****6.4. Payment of Charges**

- 6.4.1** The Company shall bill for all charges incurred, applicable taxes, and credits due the Customer for Service. Access bills will conform to current industry guidelines as established by the Ordering and Billing Forum (OBF).
- 6.4.2** Customer will receive their bills in paper format unless otherwise specified. Additional charges apply for bills requested in non-paper format. Alternate bill media formats available are:
- (A) Magnetic tape;
  - (B) FTP file; or
  - (C) Cartridge
- 6.4.3** All bills to the Customer are due (Payment Due Date) 30 days after the bill date or by the next bill date (i.e., same date in the following month as the bill date), whichever is the shortest interval. In the event the Customer does not remit payment in immediately available funds by the payment date, Service may be discontinued as specified in this Guide.
- 6.4.4** If the entire amount billed is not received by the Company in immediately available funds by the Payment Due Date, an additional Late Payment Charge as described [later](#) in this Guide may apply.
- 6.4.5** If such payment date would cause payment to be due on a Saturday, Sunday or Holiday, payment for such bills will be due from the Customer as follows:
- (A) If such payment date falls on a Saturday or on a Holiday that is observed on Tuesday, Wednesday, Thursday or Friday, the payment date shall be the last non-Holiday day preceding such Saturday or Holiday.
  - (B) If such payment date falls on a Sunday or on a Holiday that is observed on a Monday, the payment date shall be the first non-Holiday day following such Sunday or Holiday.
- 6.4.6** If the Company becomes concerned at any time about the ability of a Customer to pay its bills, the Company may require that the Customer pay its bills within a specified number of days less than 25 days after the date of the invoice and make such payments in cash or the equivalent of cash.
- 6.4.7** Adjustments for Services discontinued in any billing period beyond the minimum period will be prorated to the number of days based on a 30-day month. The Company will, upon request, and if available, furnish such detailed information as may reasonably be required for verification of any bill.
- 6.4.8** In the event the Telephone Company incurs fees or expenses, in collecting, or attempting to collect, any charges owed the Telephone Company, the Customer will be liable to the Telephone Company for the payment of all such fees and expenses reasonably incurred.

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**INTRASTATE ACCESS SERVICE GUIDE**

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**6. Application of Deposits, Payments and Charges (Cont'd)****6.5. Minimum Period**

The minimum period Access Service is provided and charges are applicable for is one month. For discontinuances of Service, all applicable charges for the one-month period will apply. All applicable Non-Recurring Charges for the Service will be billed in addition to the Minimum Period Charge.

**6.6. Disputes**

**6.6.1** If a customer disputes any portion of the charges and withholds payment of such disputed amounts, the customer must notify the Company in writing by the due date of the disputed bill, identifying the amount, reason and rationale of such dispute. At a minimum, the customer must pay all undisputed amounts due by the due date. The failure to submit a written dispute by the due date will not preclude the customer from thereafter submitting a dispute or seeking a billing adjustment for any charges which have been paid. This documentation must include: a clear and full explanation of the basis of the dispute, the account number under which the bill has been rendered and the date of the bill, and details sufficient to identify the specific amounts and items in dispute.

**6.6.2** The Company will assess or credit late payment charges on disputed amounts to the Customer as follows:

- (A) If resolved in favor of the Company and the Customer has paid the disputed amount on or before the payment due date, no late payment charges will apply.
- (B) If resolved in favor of the Company and the Customer has withheld the disputed amount, any payments withheld pending settlement of the dispute shall be subject to the late payment charge as specified in this Guide.
- (C) If resolved in favor of the Customer and the Customer has withheld the disputed amount, the Customer shall be credited for each month or portion thereof that the late payment charge was applied against the disputed amount.

**6.7. Late Payment Charges**

**6.7.1** If the Telephone Company does not receive the entire amount billed, exclusive of any amount disputed by the Customer, by the due date in funds that are immediately available to the Telephone Company, then a late payment charge will apply to the unpaid balance. The late payment charge will be 1 and ½ % (.015) per month and applied for each month or portion thereof that an outstanding balance remains

**6.7.2** If the undisputed amount of an invoice should remain unpaid more than 30 days past its payment due date the Telephone Company shall have the right, in its sole discretion, to take any or all of the actions set forth in this Guide with regard to refusal and discontinuance of Service and collections pursuit of charges outstanding.

**6.7.3** In the event that a billing dispute is resolved in favor of the Customer, no late payment charge will apply to the disputed amount and the Customer will receive a credit equal to any overcharged amount. The late payment charge shall be applicable to all amounts resolved in favor of the party owed.

**6.7.4** Late Payment Charges applicable to End User ordering of Access are as provided for in the Company's Local Exchange Service Guide.

## **6. Application of Deposits, Payments and Charges (Cont'd)**

### **6.8. Special Construction Charges**

**6.8.1** Subject to the agreement of the Telephone Company and to all of the regulations contained in this Guide, Special Construction of facilities may be undertaken on a reasonable efforts basis at the request of the Customer. Special Construction is that construction undertaken and characterized by one or more of the following:

- (A) Where facilities are not presently available and there is no other requirement for the facilities so constructed; or are of a type other than that which the Company would normally utilize in the furnishing of the Services; or
- (B) Where facilities are to be installed over a route other than that which the Company would normally utilize in the furnishing of its Services; or
- (C) Where facilities are requested in a quantity greater than that which the Company would normally construct; or
- (D) Where installation is to be on an expedited basis; or on a temporary basis until permanent facilities are available; or installation involving abnormal costs; or in advance of its normal construction tariffs.

**6.8.2** Where the Company furnishes a Service on a Special Construction basis, charges will be based on the costs incurred and may include:

- (A) Non-recurring type charges;
- (B) Recurring type charges;
- (C) Termination liabilities; or
- (D) Combinations thereof.

**6.8.3** The agreement for Special Construction will ordinarily include a minimum Service commitment based upon the estimated Service life of the facilities provided.

**6.8.4** Other charges relating to the Special Construction will be negotiated and agreed to between the Customer and Telephone Company on an Individual Case Basis (ICB).

### **6.9. Non-Sufficient Fund (NSF) Charge**

When a payment (i.e. check or credit card) that has been presented to the Company by a Customer in payment for charges, including Advance Payments, is refused for insufficient funds by a financial institution, or is a closed or non-existent account, the Customer will be assessed a one hundred dollar (\$100.00) charge.

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 INTRASTATE ACCESS SERVICE GUIDE
 

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**7. Rates, Charges and Fees****7.1. Access Elements**

The Company provides Service according to the following. An End Office switch is located in Company territory and serves Company End Users. If a Company End User places an Intrastate Interexchange call, the call is routed to the Company's Interexchange Carrier or Incumbent Local Exchange Carrier's Access Tandem. From there, the call is carried to the End User's designated Interexchange Carrier Point of Presence. The Company does not provide for direct trunked tandem connection for Interexchange Carriers at this time. For calls terminating to the Company's End Users, calls are routed from the caller's Interexchange Carrier's Point of Presence through the Incumbent Local Exchange Carrier's Access Tandem to the Company End User. Rates contained in this Guide are subject to subsequent adjustment, in the event the Commission or a court subsequently authorizes Company to correct its rates pursuant to pending motions, or petitions for reconsideration or waiver, or in the event of any other adjustment to an order of the Commission or a court.

**7.1.1 Carrier Common Line**

Carrier Common Line Access provides for services, facilities and/or equipment owned or controlled through contractual or other arrangements by the Company in order to access End Users to furnish intrastate communications.

Rates apply to all FGD access minutes that originate from or terminate to the Telephone Company's end office (equal access) and to all FGB access minutes that terminate to the Telephone Company's end office.

**Rates – Carrier Common Line per Minute of Use**

9636 - Qwest Corporation d/b/a CenturyLink QC Territory - Originating (1)

**7.1.2 Local Switching****Local Switching**

Local Switching provides local end office switching and end user termination functions necessary to complete the transmission of switched access communications to and from the end users served by the local end office.

Rates apply to all FGD access minutes that originate from or terminate to the Telephone Company's end office (equal access) and to all FGB access minutes that terminate to the Telephone Company's end office.

**Rates – Local Switching per Minute of Use**

9636 - Qwest Corporation d/b/a CenturyLink QC Territory - Originating and Terminating (1)

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<sup>1</sup> Bresnan Broadband of Montana, LLC intrastate access rate benchmarks against the lower of the Company's interstate rate found in Charter Communications Operating, LLC FCC No. 1 Interstate Access Services Tariff or the ILEC intrastate access service tariff rate for each rate element. Refer to <https://www.spectrum.com/policies/telephone-tariff.html> for Company tariff rate information.

## INTRASTATE ACCESS SERVICE GUIDE

**7. Rates, Charges and Fees (Cont'd)****7.1 Explanation of Access Elements (Cont'd)****7.1.2 Local Switching (Cont'd)****Shared End Office Trunk Port Charge**

The Shared End Office Trunk Port provides for the termination of a tandem-switched trunk at an end office. The Shared End Office Trunk Port is usage rated and shall be assessed to all access minutes that utilize Tandem-Switched Transport. When Tandem-Switched Transport is provided by more than one company, the Shared End Office Trunk port charge shall be billed the Telephone Company in whose territory the end office is located.

**Rates – Shared End Office Trunk Port per Minute of Use**

9636 - Qwest Corporation d/b/a CenturyLink QC Territory - Originating and Terminating (1)

**7.1.3 Transport****Tandem-Switched Transport**

Tandem-Switched Transport consists of the circuits used in common by multiple customers from the LEC's access tandem to the Company's end office. The Tandem-Switched Transport rate includes a Tandem-Switched Transport – Termination rate and a Tandem-Switched Transport rate. The rate elements are provide below:

- A. The Tandem-Switched Transport – Termination element is a fixed usage rated, per minute Rate to recover costs incurred at the ends of the transmissions links.
- B. The Tandem-Switched Transport element is usage rated and distance-sensitive, i.e., a per access minute per airline mile rate. The rate recovers costs of the transmission facilities, including intermediate transmission circuit equipment, between the end points of the circuits.
- C. For Tandem Switched Transport, a Shared Multiplexing element will be assessed to all minutes of use between the LEC's Access Tandem to the Company's end office. The shared multiplexing rate recovers multiplexing costs on the end office side of the tandem.

**Rates – Tandem Switched Transport Termination per Minute of Use**

9636 - Qwest Corporation d/b/a CenturyLink QC Territory - Originating (1)

<sup>1</sup> Bresnan Broadband of Montana, LLC intrastate access rate benchmarks against the lower of the Company's interstate rate found in Charter Communications Operating, LLC FCC No. 1 Interstate Access Services Tariff or the ILEC intrastate access service tariff rate for each rate element. Refer to <https://www.spectrum.com/policies/telephone-tariff.html> for Company tariff rate information.

INTRASTATE ACCESS SERVICE GUIDE

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**7. Rates, Charges and Fees (Cont'd)**

**7.1 Explanation of Access Elements (Cont'd)**

**7.1.3 Transport (Cont'd)**

**Rates – Tandem Switched Transport Per Minute of Use**

9636 - Qwest Corporation d/b/a CenturyLink QC Territory - Originating (1)

**Rates – Shared (Common) Multiplexing Per Minute of Use**

9636 - Qwest Corporation d/b/a CenturyLink QC Territory - Originating (1)

**7.2 Ordering Charges**

**7.2.1 Access Order Charge**

A nonrecurring, per occurrence charge assessed for the processing of access orders, is applied per access order for the installation, addition, change, rearrangement or move of Access Services.

**Access Order Charge**

Non-Recurring Charge \$100.00

**7.2.2 Design Change Charge**

A nonrecurring per occurrence charge is assessed for any change to an access order that requires an engineering review or reevaluation of facilities needed in order to implement the requested access service.

In the case of a Customer-initiated modification of Service, charges for the subsequent orders are in addition to the costs incurred before the Customer changed the original order.

**Design Change Charge**

Non-recurring Charge \$150.00

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<sup>1</sup> Bresnan Broadband of Montana, LLC intrastate access rate benchmarks against the lower of the Company’s interstate rate found in Charter Communications Operating, LLC FCC No. 1 Interstate Access Services Tariff or the ILEC intrastate access service tariff rate for each rate element. Refer to <https://www.spectrum.com/policies/telephone-tariff.html> for Company tariff rate information.

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 INTRASTATE ACCESS SERVICE GUIDE
 

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**7. Rates, Charges and Fees (Cont'd)****7.2 Ordering Charges (Cont'd)****7.2.3 Service Date Change Charge**

Access Service Order Request service dates may be changed, however, a Service Date Change Charge will apply for each service date change after the plant test date of the original ASR.

For Switched Access, the new service date may not exceed the original service date by more than 30 calendar days. If the requested service date is more than 30 calendar days after the original service date, the ASR will be cancelled by the Telephone Company and cancellation charges will apply. The ASR will be reissued with the new service date.

**Service Date Change Charge**

Non-recurring Charge	\$ 150.00
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**7.2.4 Expedited Order Charge**

A nonrecurring per occurrence charge assessed for requests that service be provided on an earlier date than originally requested on the access service order. If the Telephone Company determines that service can be provided on an expedited basis without additional costs to the Telephone Company, the expedited request will be accepted.

With the agreement of the Telephone Company, a new service date may be established that is prior to the original service date and an Expedited Order Charge will also apply in addition to the Service Date Change Charge.

**Expedited Order Charge**

Non-recurring Charge	\$ 500.00
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\*plus additional labor charges

**7.2.5 Access Order Cancellation Charge**

A Customer may cancel their Access Order on any date prior to the service date. The cancellation date is the date the Telephone Company receives written or verbal notice from the Customer that the ASR is to be cancelled. The verbal notice must be followed by written confirmation within 10 days.

For Tandem Switch Transport, if a Customer is unable to accept service within 30 calendar days of the original service date, the ASR shall be considered cancelled and the charges described below will apply. In such instances, the cancellation date shall be the 31<sup>st</sup> calendar day beyond the original service date of the ASR.

INTRASTATE ACCESS SERVICE GUIDE

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**7. Rates, Charges and Fees (Cont'd)**

**7.2 Switched Access Rates and Charges (Cont'd)**

**7.2.5. Access Order Cancellation Charge (Cont'd)**

When a Customer cancels an ASR for the installation of new service, or an ASR to modify existing service, charges will apply as follows:

When an ASR for Switched Access Service is cancelled on or after the Application Date, the Cancellation Charge is calculated, on a per ASR basis, by multiplying the total installation non-recurring charges for the quantity ordered by the number of business days elapsed since the Application Date, and dividing that figure by the number of days in the service interval (i.e., the number of business days between the Application Date and the last day of the service date interval) and adding the Switched Access Ordering Charge.

When a Customer chooses to commence billing rather than cancel an ASR for these services specified above, the Customer must submit an ASR prior to calendar day 31 from the original service date and request a service date change. The new service date may not exceed the original service date by more than 120 calendar days. Charges will only apply for each subsequent service date change request after calendar day 31, not to exceed 120 calendar days.

When a Customer elects to commence billing, a monthly recurring charge will begin accruing at calendar day 31 after the original service date. Upon completion of the ASR, the initial bill for the service will include these accrued charges and any additional nonrecurring charges in addition to any other billable charges specified in this section.

If the ASR is not completed within 121 calendar days of the original service date, the ASR will be cancelled. Cancellation charges will apply. In addition, the Customer will be billed the accrued monthly recurring charges specified above plus any additional nonrecurring charges applicable for the Service. These charges will be computed commencing at day 31 after the original service date up to and including the cancellation date, not to exceed 90 days of service (120 days from the original service date). The Telephone Company will not reissue an ASR with a new service date beyond 121 calendar days. It will be the Customer's responsibility to submit a new ASR for Switched Access Service.

A nonrecurring per occurrence charge assessed for any change to an access order that requires an engineering review or reevaluation of facilities needed in order to implement the requested access service.

**Access Order Cancellation Charge**

Non-recurring Charge \$ 75.00

\*plus any additional Labor costs



INTRASTATE ACCESS SERVICE GUIDE

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**7. Rates, Charges and Fees (Cont'd)**

**7.3. 800 Service Charges**

The following charges are assessed for 800 Number Portability Access Service (NPAS) Queries. These query charges are in addition to the Switched Access FGD usage charges assessed for use of the Telephone Company’s Network for 800 NPAS usage.

A per query charge is assessed for each SS7 transported 800 query, sent to the Telephone Company’s 800 Gateway vendor for delivery to the SMS Database, whether the call is completed or not.

**800 Query Charge, per query** (1)

**7.4. PIC Change Charge**

**PIC Change Charge**

The PIC Charge is billed to the Telephone Company’s End User as stated in the Telephone Company’s Local and Intrastate Interexchange Services Tariff TRA Tariff No. 1. If the Customer elects to pay this charge for the End User, the Customer will arrange such credit or payment directly with the Telephone Company’s End User.

A charge to the Customer will apply when an unauthorized PIC change occurs and the Customer cannot provide appropriate documentation authorizing such change. The charge will be applied as follows:

Unauthorized PIC Change Charge \$5.00

**7.5. Billing Name and Address (BNA)**

The Telephone Company will, upon request, provide Billing Name and Address Information to a Customer. Customer will supply a written request to Telephone Company specifying the telephone number or numbers for which Billing Name and Address information is desired. The Telephone Company will perform a query and provide the Customer with the Bill Name and Bill Address for each Telephone Number requested, if found. If a Telephone Number is not found, a per/Telephone Number-Not Found charge is still applicable.

Any Customer provided BNA pursuant to this Guide, agrees to abide by all applicable rules, decisions, orders, statutes and laws concerning the disclosure of published and non-published telephone numbers, and further agrees to use the information contained therein only for the purpose of billing for services provided to their end users.

In no case shall any Customer or authorized billing and collection agent of a Customer disclose the billing name and address information of any subscriber to any third party, except that a Customer may disclose BNA information to its authorized billing and collection agent or to governmental law enforcement agencies.

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<sup>1</sup> Bresnan Broadband of Montana, LLC intrastate access rate benchmarks against the lower of the Company’s interstate rate found in Charter Communications Operating, LLC FCC No. 1 Interstate Access Services Tariff or the ILEC intrastate access service tariff rate for each rate element. Refer to <https://www.spectrum.com/policies/telephone-tariff.html> for Company tariff rate information.

INTRASTATE ACCESS SERVICE GUIDE

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**7. Rates, Charges and Fees (Cont'd)**

**7.5. Billing Name and Address (BNA) (Cont'd)**

Data will be provided either in paper format, via electronic transmission, e-mail attachment or fax.

**Rates and Charges -**

	<b>Found</b>	<b>Not Found</b>	<b>Mgt Fee</b>
Per Telephone Number	\$.26	\$.23	
Per Request			\$50.00

**7.6. Alternate Bill Media**

**Service Description**

Billing for access services occurs on a monthly basis based on specific bill periods established by the Telephone Company. Bills are rendered for each Access Customer Name Abbreviation (ACNA).

Primary bills will be provided in a paper format at no charge. Alternate Bill Media formats are available to Customers at the rates detailed below who do not wish to receive their primary bill in paper format. Customer Service Records (CSR) containing information are also available in the formats below.

The Alternate Bill Media options available are:

1. Magnetic tape, 18 track
2. FTP file
3. Cartridge

Rates for alternate bill media are only filed in the FCC Interstate tariff – rates will apply to 100% of the charges for Alternate Bill Media. No mixed jurisdictional adjustment to rates will apply.

**Rates and Charges**

	<b>Bill Media</b>	<b>CSR</b>
Magnetic Tape, 18 track (per month)	\$35.00	\$35.00
Cartridge (per month)	\$35.00	\$35.00
FTP file	\$35.00	\$35.00

INTRASTATE ACCESS SERVICE GUIDE

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**7. Rates, Charges and Fees (Cont'd)****7.7. Carrier Identification Code (CIC)**

This feature permits the Customer to establish or add a CIC, change an existing CIC or delete an existing CIC used in conjunction with the Customer's service.

**Rates and Charges****CIC Charge**

Add CIC – FGD	\$ 31.24
Change CIC – FGD	\$ 91.79
Delete CIC – FGD	\$ 54.45

**7.8. CIC Consolidation**

If the Customer requests to consolidate multiple CICs, a CIC Consolidation Charge will be assessed. This charge is only assessed when all lines or trunks associated with the former CIC(s) are changed on a one-time realignment basis within the Telephone Company's databases at a nationwide level to a single existing CIC. Requests for a CIC Consolidation must be provided to the Telephone Company in writing, but not ASR charge is applicable for this request. The rate for this service is provided below.

The CIC Consolidation charge does not apply to normal PIC change activity, whereby carrier selection is changed and no consolidation of CICs occurs.

The Telephone Company will negotiate a due date for a CIC Consolidation with the Customer. It is the sole responsibility of the Customer to notify affected end users of the change.

If the Customer elects to change a CIC due to surrendering a CIC to the North American Numbering Plan Administrator for reassignment, the CIC Consolidation Charge will be waived. The waiver is applied only when the Customer surrenders the CIC on a nationwide basis. Additionally, the CIC must be relinquished within ninety (90) days from the completed conversion date. Confirmation of relinquished code(s) must be in writing and come from the NANP Administrator.

**Rates and Charges****CIC Consolidation – Merger**

Per Line or WTN	\$1.30
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**7.9. Additional Labor Charges**

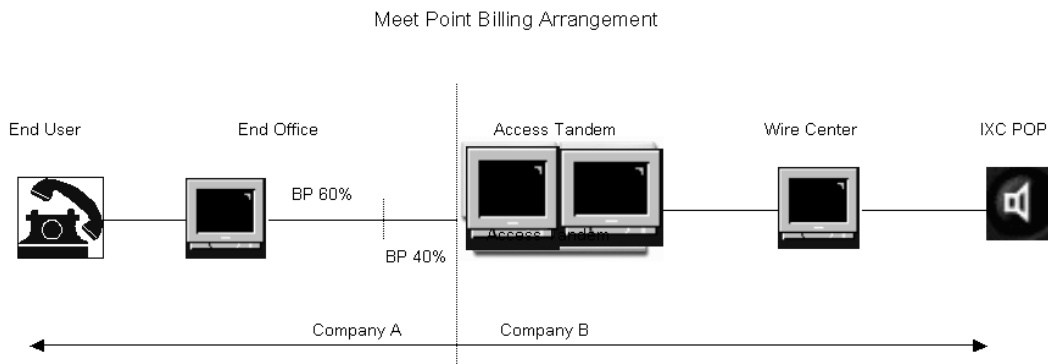
Additional Labor is labor requested by the Customer to provide Service and agreed to by the Telephone Company. The Telephone Company will notify the Customer that Additional Labor charges will apply before any additional Labor is undertaken. Additional Labor charges will also apply if the requirement for the Additional Labor is the fault of the Customer or parties on whose behalf it acts.

The rates for additional labor charges will be provided to the Customer on an Individual Case Basis (ICB) based upon the work requested at the time the Additional Labor is requested.

## INTRASTATE ACCESS SERVICE GUIDE

**8. Ordering, Rating and Billing – More Than One LEC****8.1. General**

Each LEC will provide its portion of the Switched Transport or Special Transport service within its operating territory to the meet point with the other LECs. The LECs involved in providing the service will determine the Bill Percentage (BP).



**Figure 1 - Example of MPB Arrangement**

For all Switched Access Services the order will be placed with the Telephone Company as specified in the Ordering and Billing Forum's Multiple Exchange Carrier Ordering and Design (MECOD) guidelines. The multiple billing arrangements described in this section are also subject to the provisions of the Multiple Exchange Carrier Access Billing Guidelines (MECAB) and the Multiple Exchange Carrier Ordering and Design (MECOD) guidelines.

All recurring and non-recurring charges for services provided by each LEC are billed under each company's applicable Guides (Multiple Bill – Single Guide). Under a Meet Point Billing arrangement, the Telephone Company will only bill for charges for traffic carried between the LEC's Tandem and the Telephone Company's Switch that serves the End Users and for the portion of any transport facilities provided by the Telephone Company between the Customer's location and the Telephone Company's Local Switching Center.

The Telephone Company must notify the Customer of the:

1. Meet Point Billing option that will be used;
2. Telephone company(s) that will render the bill(s);
3. Carrier(s) to whom payment should be remitted; and
4. Carrier(s) that will provide the bill inquiry function. The Telephone Company shall provide such notification at the time orders are placed for Access Service. Additionally, the Telephone Company shall provide this notice in writing 30 days in advance of any changes in the arrangement.

INTRASTATE ACCESS SERVICE GUIDE

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**8. Ordering, Rating and Billing – More Than One LEC****8.1. General**

The Telephone Company will handle the ordering, rating and billing of Access Services under this Guide where more than one LEC is involved in the provision of Access Services, as follows:

- (A) The Telephone Company must receive an order for Feature Group B or Feature Group D Switched Access Service, as defined herein, ordered to the Telephone Company's Local Switching Center through a switch operated by another LEC. In addition, the Customer will also be required to submit a copy of the order as specified by the LEC that operates the switch.
- (B) Separate bills will be rendered by the LEC and Telephone Company for Terminating FG B or Feature Group D Access Service.
- (C) The Multiple Bill option allows all companies providing service to bill the Customer for their portion of a jointly provided access service. Each company will determine its portion of the Switched Transport as set forth below:
  - 1. Determine the applicable charges and bill in accordance with its Guide;
  - 2. Include all recurring and nonrecurring rates and charges of its Guide; and
  - 3. Forward the bill to the Customer.
- (D) The Customer will remit the payments directly to each company.
- (E) Meet Point Billing Mileage Calculation - Each company's portion of the Switched Transport mileage will be determined as follows:
  - 1. For Switched Access Tandem-Switched Transport Services, determine the appropriate Tandem-Switched Transport total miles by computing the number of miles from the access tandem to the serving wire center in the Access Area (i.e., end user serving wire center, or WATS Serving Office), using the V&H method as set forth in the NECA Tariff FCC No. 4.
  - 2. Determine the billing percentage (BP), as set forth in the NECA Tariff FCC No. 4. This represents the portion of the Service provided by each company.
  - 3. For Switched Access Tandem-Switched Transport;
    - (a) Multiply the number of access minutes of use times the number of airline miles as set forth in (1), times the BP of each company as set forth in (2), times the Tandem-Switched Transport rate;
    - (b) Multiply the Tandem-Switched Transport - Termination rate times the number of access minutes times the quantity of terminations.
- (F) Where the Tandem-Switched Transport is provided by more than one telephone company, the Tandem-Switched Transport - Termination rate applies for the termination at the Telephone Company end of the Tandem-Switched Transport (i.e., the first point of switching or the end office serving the end user). The Tandem-Switched Transport - Termination rate will not apply when the Telephone Company is the intermediate provider of the Switched Transport.
- (G) The Telephone Company in whose territory the end office is located shall bill the Shared Trunk Port for Tandem-Switched Transport.
- (H) For tandem routed trunks, the dedicated trunk port shall be billed by the Telephone Company owning the tandem. For end office direct routed trunks, the dedicated trunk port shall be billed by the Telephone Company owning the end office on a multiple bill, single Tariff meet point billing arrangement.

## INTRASTATE ACCESS SERVICE GUIDE

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### **8. Ordering, Rating and Billing – More Than One LEC (Cont'd)**

#### **8.2. Meet Point Billing**

When the Switched Transport facility (Tandem-Switched Transport) is provided by more than one telephone company, the following regulations apply for Switched Access when the End Office is in the Telephone Company's Territory:

1. Distance sensitive transport provided by the Telephone Company will be rated according to the rates specified in this Guide for the Telephone Company's end office.
2. The transport termination provided by the Telephone Company will be rated according to the rates specified in this Guide to the Telephone Company's end office.

#### **8.3. Rating and Billing of Service**

Each company will provide its portion of the access service based on the regulations, rates and charges contained in its respective access service Guide, subject to the following, as appropriate. The application of non-distance sensitive rate elements varies according to the rate structure and the location of the facilities involved. When rates and charges are listed on a per minute basis, the Telephone Company's rates and charges will apply to traffic originating from the LEC's Tandem and terminating at the End User's Premises, and vice versa.