

**TELECOMMUNICATIONS PROVIDERS 2012 ANNUAL**  
**MARCH 31ST HCSM REPORTING REQUIREMENTS AND INSTRUCTIONS**

On or before March 31, 2012, each telecommunications service provider must file the prescribed Colorado High Cost Support Mechanism (HCSM) Report Form for retail revenues generated from intrastate operations for calendar year 2011. The prescribed March 31, 2012 HCSM Report Form for telecommunications providers is located on the Commission's webpage at: [www.dora.state.co.us/puc](http://www.dora.state.co.us/puc). If you do not have access to the Commission's website, please contact the HCSM Administrator at (303) 894-2043 and a hard copy will be provided.

**HCSM Worksheet**

1. All telecommunications service providers with HCSM contributions above \$5,000 for the calendar year 2011 are to check the "HCSM Worksheet" box and complete and file pages 1 and 2 on the form entitled "*HCSM Report Form*."
  - a. On the Commission's webpage, select "Telecommunications" down the left column. On the next page select "Direct Service Programs" and then on the next page select "HCSM – High Cost Support".
  - b. On the "Forms for Complying with HCSM Rules" page is the "*HCSM Report Form*" that is due March 31, 2012 and the corresponding "*HCSM Report Form Instructions*." Download both the form and the instructions. **Read the "*HCSM Report Form Instructions*"** before selecting the "*HCSM Worksheet*" box and completing the "*HCSM Report Form*."
  - c. File the completed "*HCSM Report Form*" electronically with E-Filing in Docket No. 12M-117T. If not E-Filing, submit a signed hard copy to the following address and reference Docket No. 12M-117T on the form:

HCSM Administrator  
Colorado Public Utilities Commission  
1560 Broadway, Suite 250  
Denver, CO 80202-5143

**Declaration of De Minimis Form**

2. Telecommunications service providers with HCSM contributions below \$5,000 for calendar year 2011 are to check the "Declaration of De Minimis Form" box and complete and file page 1 on the form entitled "*HCSM Report Form*." These telecommunications service providers must qualify for the de minimis exemption pursuant to all appropriate Commission rules.
  - a. On the Commission's webpage, select "Telecommunications" down the left column. On the next page select "Direct Service Programs" and then on the next page select "HCSM – High Cost Support".
  - b. On the "Forms for Complying with HCSM Rules" page is the "*HCSM Report Form*" that is due March 31, 2012 and the corresponding "*HCSM Report Form Instructions*." Download both the form and the instructions. **Read the "*HCSM Report Form Instructions*"** before selecting the "*Declaration of De Minimis Form*" box and completing the "*HCSM Report Form*."
  - c. File the completed "*HCSM Report Form*" electronically with E-Filing in Docket No. 12M-117T. If not E-Filing, submit a signed hard copy to the following address and reference Docket No. 12M-117T on the form:

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