

TELECOMMUNICATIONS PROVIDERS
2003 SEMI-ANNUAL CHCSM REPORTING REQUIREMENTS AND INSTRUCTIONS

On or before September 1, 2004, each telecommunications provider must file the prescribed Colorado High Cost Support Mechanism (CHCSM) report forms for retail revenues generated from intrastate operations for any portion of the first six months of the calendar year 2004. The prescribed September 2004 CHCSM report forms for telecommunications providers are as follows:

1. All telecommunication service providers with Colorado High Cost Support Mechanism (CHCSM) contributions above \$ 5,000 for the first six months of the calendar year 2004, are to file using the form entitled "Colorado High Cost Support Mechanism Worksheet" located on the Commission's web site at: www.dora.state.co.us/puc.
 - a. On the Commission's Home Page, go to Regulated Utilities and select Telecommunications. Select Forms and then under Colorado High Cost Fund click on worksheet and instructions.
 - b. On the "Forms for Complying with the High Cost Support Mechanism Rules" page, you will see "Compliance – HCSM Worksheet Filings Due" under the header Colorado High Cost Fund Worksheet for filing that is due September 1, 2004. You will see the September 2004 HCSM Form and the instructions.
 - c. Download both the Instructions and the HCSM Worksheet. **PLEASE** read the instructions before attempting to complete the HCSM Worksheet.
 - d. Email the completed CHCSM Worksheet to jamie.jack@dora.state.co.us.
 - e. In order to complete your HCSM reporting requirement, a signed paper copy of the Worksheet must be sent to:

Jamie D. Jack
Colorado Public Utilities Commission
1580 Logan Street, OL1
Denver, CO 80203
 - f. If you have no access to the PUC website, please contact the CHCSM Administrator at (303) 894-2043 and a hard copy will be provided upon request.
2. All telecommunication providers that generate contributions below \$ 5,000 for the first six months of the calendar year 2004 are required to file using the form entitled "Declaration of De Minimis Form" located on the Commission's web site at: www.dora.state.co.us/puc . These telecommunications service providers qualify for the de minimis exemption pursuant to Commission rules.
 - a. On the Commission's Home Page, go to Regulated Utilities and select Telecommunications. Select Forms and then under Colorado High Cost Fund click on worksheet and instructions.
 - b. On the "Forms for Complying with the High Cost Support Mechanism Rules" page, you will see "Compliance – HCSM Worksheet Filings Due" under the header Colorado High Cost Fund Worksheet for filing that is due September 1, 2004. You will see the September 2004 HCSM Deminimis Declaration and instructions.
 - c. Download both the Instructions and the HCSM Deminimis Form. **PLEASE** read the Instructions before attempting to complete the Declaration of De Minimis Form.
 - d. The completed Declaration of De Minimis Form is to be emailed to Jamie.jack@dora.state.co.us
 - e. In order to complete the reporting requirements, a signed paper copy of the Declaration of De Minimis Form must be sent to:

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