

ANNUAL REPORT FILING GUIDE
Applicable to Commercial Mobile Radio Service Providers
With Eligible Telecommunications Carrier Designation
Docket No. 18-01005

Pursuant to Public Utilities Commission of Nevada (“Commission”) Order, Commercial Mobile Radio Service (“CMRS”) providers are obligated to fulfill the annual reporting obligations that apply to competitive suppliers of telecommunication services in accordance with Nevada Revised Statutes (“NRS”) 704.68871(2) and Nevada Administrative Code (“NAC”) 704.680465. Therefore, you must file an annual report (“report”) with the Commission on or before **May 15** of the year following the calendar year for which the report is submitted. **There is no grace period.**

NRS 704.68871(2) specifies the contents of the report and NRS 703.193 requires that the report be submitted under oath. The Annual Report, which includes an Oath page, can be found on the Commission’s website at <http://puc.nv.gov>.

Please file this completed **Annual Report Form**, with accompanying three **Company financial statements** and signed **Oath page**, by mailing or hand-delivering to either of the Commission’s offices, or electronically filing the forms in accordance with the Commission’s electronic filing requirements, which are available on the Commission’s website. You should retain copies for your files.

Public Utilities Commission of Nevada
1150 East William Street
Carson City, NV89701-3109

or

Public Utilities Commission of Nevada
9075 W. Diablo Drive, Suite 250
Las Vegas, NV 89148-7674

Failure to submit the complete report as described above will result in rejection of the report and may subject you to an administrative fine of up to \$1,000 per day for each day of the violation pursuant to NRS 703.380, and/or other remedies available to the Commission.

If the mailing address or contact information for your company has changed from the last report, you must notify the Commission in writing of the change immediately. This is also required for any future changes.

Pursuant to NAC 704.7864, CMRS providers must notify the Commission of any change to the information required in NAC 704.7862 within 30 days. A CMRS Registration Change Form can be found on the Commission’s website.

Please note that the Annual Report and accompanying Company financial statements, once filed, will become public record, unless you request portions to be treated as confidential. Please follow the Commission’s confidentiality procedures which are located in NAC 703.5274. If you submit any portion of your Annual Report or accompanying Company financial statements confidentially, you must complete and file a Protective Agreement with the Regulatory Operations Staff of the Commission.

If you have any questions regarding your responsibilities with regard to filing your report, please contact the Financial Analysis Division of the Regulatory Operations Staff of the Commission in Carson City at (775) 684-6155.

Eligible Telecommunications Carriers (“ETC”) Only:

NAC 704.680465 requires that companies which have been designated as ETCs provide information concerning their compliance with offering the services described in 47 CFR § 54.101; and reporting on the frequency with which they advertise the availability of Tribal Link Up/Lifeline programs.

**COMMERCIAL MOBILE RADIO SERVICE (CMRS) ANNUAL REPORT
With Eligible Telecommunications Carrier Designation**

CALENDAR YEAR 2017
ORIGINAL SUBMISSION

DOCKET NO. 18-01005
CORRECTED SUBMISSION*

*** If the original filing is being amended or corrected, the entire report must be resubmitted**

Public Utilities Commission of Nevada

1150 E. William Street
Carson City, NV 89701-3109
Phone: (775) 684-6101
Fax: (775) 684-6110



9075 W. Diablo Drive, Suite 250
Las Vegas, NV 89148
Phone: (702) 486-7210
Fax: (702) 486-7206

<http://puc.nv.gov>

1. Company Name: _____

DBA: _____

2. Mailing Address:* _____

City, State, Zip: _____

Phone No.: _____

Company Website: _____

***NOTE: ALL future correspondence, including Notices and Complaints, will be sent to the mailing address indicated above.**

Preparer Information:

3. Name: _____

Address: _____

E-mail Address: _____

Phone No: _____

4. The location where any working papers supporting the annual report may be reviewed:

5. The three financial reports listed below must be provided for the Company, regardless of whether the Company had customers or provided service in Nevada.

Statement of Income

Balance Sheet

Statement of Cash Flows for the total operations of the telecommunication provider

The financial statements must be prepared in accordance with generally accepted accounting principles and based on the calendar year.

6. Company's regulatory contact who will be responding to any consumer complaints received by the Commission:

Name: _____

Phone: _____ Fax: _____

E-mail: _____

7. NAC 704.680465 requires that companies designated as Eligible Telecommunications Carriers affirm their compliance with offering the services described in 47 CFR § 54.101; and the frequency with which they advertise the availability of Tribal Link Up/Lifeline programs. By signing the Oath for this Annual Report, the undersigned affirms that the Company (a) holds a CMRS license authorizing it to provide commercial mobile radio service; (b) offers the services described in 47 CFR §54.101 throughout its service area at nondiscriminatory rates using its own facilities or a combination of its own facilities and resale service from another provider; and (c) advertises the availability of its services throughout its service area at least every three months.

8. Please complete, sign and file the Oath page (NRS 703.193).

