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TO: Regulatory Contact for "Company"
SUBJECT: 2016 South Carolina Universal Service Fund Contribution Worksheet
DATE: June 2, 2016

All telecommunications carriers, designated Eligible Telecommunications Carriers (ETCs), Wireless Carriers and other providers of telecommunications services doing business within South Carolina are required to contribute to the State Universal Service Fund (State USF). The State USF is administered by the Office of Regulatory Staff (ORS).

In lieu of mailing a paper copy of the reporting forms to each company, ORS is requesting that all telecommunications carriers download the 2016 South Carolina Universal Service Fund Contribution Worksheet Instructions and Worksheet Form from the ORS website. The 2016 South Carolina Universal Service Fund Contribution Worksheet Instructions and the 2016 South Carolina Universal Service Fund Contribution Worksheet Form are available in PDF format. The ORS website is located at www.regulatorystaff.sc.gov. To locate the Instructions and Worksheet forms, select Telecommunications - Forms and Resources.

The 2016 South Carolina Universal Service Contribution Worksheet form requires the reporting of intrastate and interstate revenues generated by your company's South Carolina operations for the year ending December 31, 2015. All carriers must complete and return a form. Certified Carriers currently having no operations in South Carolina are also required to submit a form even if no revenues were generated from South Carolina operations during the calendar year ending December 31, 2015.

All forms must be completed and returned to the ORS at the address listed below by August 1, 2016.

Address:
South Carolina Office of Regulatory Staff
Attention: Universal Service Fund Administrator
1401 Main Street, Suite 900
Columbia, South Carolina 29201

Failure to file the South Carolina Universal Service Fund Contribution Worksheet by August 1 will result in your company being deemed non-compliant with the Commission's requirements, and ORS will undertake action to revoke your company's authority to operate in South Carolina.

If you have difficulties accessing or downloading the Worksheet Form or have questions related to the reporting requirements, please contact Jim McDaniel at 803-737-0812.

Thank you in advance for your prompt attention to this requirement.

Sincerely,



Chris Rozycki
Director, Telecommunications