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| Logo  Description automatically generated |  **COMMONWEALTH OF PENNSYLVANIA**PENNSYLVANIA PUBLIC UTILITY COMMISSIONCOMMONWEALTH KEYSTONE BUILDING400 NORTH STREETHARRISBURG, PENNSYLVANIA 17120 |  |

To: All Incumbent Local Exchange Carriers and Competitive Local Exchange Carriers

 with Residential Accounts in Pennsylvania

Re: 52 Pa. Code § 64.201 Annual LEC Report

In accordance with the 52 Pa. Code § 64.201, each local exchange carrier with residential accounts in Pennsylvania shall file with the Pennsylvania Public Utility Commission an annual report containing residential account information. Section 64.201(b) identifies the data elements to report and is linked here - [52 Pa. Code Subchapter J. Annual LEC Reporting Requirements](http://www.pacodeandbulletin.gov/Display/pacode?file=/secure/pacode/data/052/chapter64/subchapJtoc.html&d=reduce).. The attached format can be used as a worksheet.

You should file the Annual LEC Report electronically at <http://www.lec.puc.pa.gov/>

This report is **due within ninety days** of the close of the calendar year being reported**.** You will be unable to access the database after that time.

Local Exchange Carriers who did not service residential accounts during the report year should submit a “No Residential Service” letter by the due date.

If you need a user ID and password to access the electronic database, or have difficulty using the web portal, please contact the Bureau of Consumer Services at PAPUC-Telco@pa.gov

Thank you.

Attachment

**52 Pa. Code § 64.201 - Annual LEC Report**

|  |  |  |
| --- | --- | --- |
|  | Company Name: | **20 \_\_\_\_\_** |
| 1 | The average number of residential accounts per month: |  |
| 2 | The average residential customer bill per month for each of the following: |  |
|  | * Basic service:
 |  |
|  | * Nonbasic service:
 |  |
|  | * Toll service:
 |  |
|  |  **Total amount due:** |  |
| 3 | The average number of overdue residential accounts per month: |  |
| 4 | The average overdue residential customer bill per month for: |  |
|  | * Basic service:
 |  |
|  | * Nonbasic service:
 |  |
|  | * Toll service:
 |  |
|  |  **Total amount overdue:** |  |
| 5 | The average number of residential basic service suspension notices per month: |  |
| 6 | The average number of residential basic service suspensions per month: |  |
| 7 | The average number of residential basic service terminations per month: |  |
| 8 | Local exchange carrier gross revenue from all residential accounts separated as follows: |  |
|  | * Basic service:
 |  |
|  | * Nonbasic service:
 |  |
|  | * Toll service:
 |  |
|  |  **Total revenue:** |  |
| 9 | Local exchange carrier gross write-offs of uncollectible residential accounts separated as follows: |  |
|  | * Basic service:
 |  |
|  | * Nonbasic service:
 |  |
|  | * Toll service:
 |  |
|  |  **Total gross write-offs:** |  |
| 10 | Local exchange carrier net write-offs of uncollectible residential accounts separated as follows: |  |
|  | * Basic service:
 |  |
|  | * Nonbasic service:
 |  |
|  | * Toll service:
 |  |
|  |  **Total net write-offs:** |  |
| 11 | The total number of Chapter 64 disputes handled: |  |
|  | Submitted by:  |  |
|  | Email:  |  |
|  | Phone#:  |  |