



PUBLIC NOTICE

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March 16, 2000

**OFFICE OF THE MANAGING DIRECTOR IMPLEMENTS THE FCC REGISTRATION NUMBER (FRN)
AND COMMISSION REGISTRATION SYSTEM (CORES) REGISTRATION PROCESS
EFFECTIVE MARCH 27, 2000**

On March 27, 2000, the Office of the Managing Director will begin to implement the FCC Registration Number (FRN) and the Commission Registration System (CORES). The FRN, assigned by the CORES, is a single identifying number that will be required for anyone doing business with the Commission. It will be used by all Commission financial, authorization of service and enforcement systems. CORES will provide a central standard repository for basic regulatee and licensee information, and will help the Commission more effectively forecast, assess and collect regulatory fees; track enforcement of fines and forfeiture actions; monitor and collect penalties; manage the grant of waivers and exemptions; and provide information to the public.

The FCC Registration Number will be required on Remittance Advice Form 159 by January 2, 2001. During the transition period beginning March 27, 2000, FCC Form 162, CORES Certification Form, must be submitted with all applications to ensure the application is processed.

What Is A FRN?

The FCC Registration Number is a 10-digit number that is assigned to an entity registering with the CORES. The entity that you register will have a unique FRN that is used to identify each entity with the Commission.

Who Must Register?

A FRN is required for anyone doing business (feeable and non-feeable) with the Commission. The FRN will be assigned by the CORES as a unique identifier. CORES will allow registrants to obtain a separate FCC Registration Number to identify subsidiaries or sub-agencies. Petitioners or complainants are not required to have a FRN. However, you are encouraged to obtain a FRN for identification purposes.

Why Must I Register With the Commission?

Registering in the CORES is how you provide the Commission with basic information. Each entity doing business with the Commission is required to provide and maintain a current official address that the Commission can use to contact you. A filer, licensee, certificate holder, or any entity sending payments to the Commission is considered to be doing business with the Commission.

How Is the Commission Going To Use the Entity Information I Provide?

The Commission must have the most current official address of your entity contact. Remember, TIN information is confidential and will not be provided to the public.

What will Happen if I Fail To Obtain A FRN?

Many of the Commission's electronic licensing systems will request your FRN either during the log-in process or during the filing of the application. In addition, you may not receive proper credit for regulatory or application fees. The Commission's electronic or paper remittance advice Form 159 must include your FRN. Without the FRN, the Commission may not process your application and it may be returned.

What if I Use A Frequency Coordinator?

It will depend on your frequency coordinator. Some frequency coordinators may offer this registration service. Please contact your coordinator for your specific options.

What if I have Other Log-in Numbers and Passwords for Other FCC Electronic Licensing Systems?

Each electronic licensing system has a different log-in procedure and depending on the licensing system you want to access, you may have to continue using their log-in and passwords for those systems. The licensing systems may prompt you for your FRN/Password in addition to or instead of their current log-in process. Because your FRN is public information, but the password is not public, the password assures that only an authorized person can gain access or make a modification to your FRN data. Your password is confidential and case sensitive. It should have a minimum of six characters and a maximum of 15 characters.

How To Obtain A FRN

Everyone doing business with the FCC is encouraged to obtain a FRN as soon as possible. There are two ways to obtain an FRN. Most entities that have previously registered with the Wireless Telecommunications Bureau's Universal Licensing System (ULS) will automatically be registered in CORES. The entity is not required to register with CORES again. Those entities will receive a registration letter concerning the conversion to CORES and FRN.

You can also register electronically for a FRN at <http://www.fcc.gov> and click on the CORES Registration link, or by filing FCC Form 160, CORES Registration which may be obtained either at <http://www.fcc.gov/formpage.html> or by calling the FCC's Form Distribution Center at 1-800-418-FORM [3676]. Mailing instructions are found on the form.

What if there are Changes to Information in My CORES Data?

Changes or updates to name, address, contact representative name, contact address, contact telephone number and contact e-mail address may be made in two ways. To Update/Change CORES data electronically, simply access the FCC's Web page at <http://www.fcc.gov> and click on the CORES link. Alternatively, you may use FCC Form 161, CORES Update/Change Form. FCC Form 161 can be obtained through the Internet at <http://www.fcc.gov/formpage.html> or by calling the FCC's Form Distribution Center at 1-800-418-FORM [3676]. Mailing instructions are found on the form.

What is the transition period for the FRN?

The transition period will be from March 1, 2000 until January 2, 2001. The FCC Registration Number will be required on Remittance Advice Form 159 by January 2, 2001. FCC Forms that do not currently accommodate the FCC Registration Number will need to be accompanied with FCC Form 162. The transition period will allow the bureaus/offices to continue using the current FCC forms until they are revised to include the FCC Registration Number.

FCC Form 162 (CORES Certification Form) will be used for the transition period and can be obtained through the Internet at <http://www.fcc.gov/formpage.html> or by calling the FCC's Form Distribution Center at 1-800-418-FORM (3676). A completed Form 162 should be mailed directly with the application.

For Further Information or Assistance

For general information about CORES, including answers to frequently asked questions regarding registering, changing and updating information and searching the CORES database, the Commission recommends first consulting the CORES webpage at <http://www.fcc.gov/>. Those having specific questions not addressed on the webpage may contact Commission staff via phone or e-mail as described below.

FCC CORES Administrator: (202) 418-1397 or via e-mail at twatson@fcc.gov. Contact the Technical Support Hotline about questions concerning computer access to CORES, FRN registration, uploading files, or submitting attachments in CORES. The hotline is available Monday through Friday, from 8 a.m. to 6 p.m. EST. In order to provide better service to CORES users and ensure the security of the electronic registration system, all calls to the hotline are recorded.

Comments on CORES should be sent via the Internet to: twatson@fcc.gov.