On March 1, 2011, the Wireline Competition Bureau (Bureau) released the revised annual Telecommunications Reporting Worksheet (FCC Form 499-A) and accompanying instructions. The Bureau revised the Form and instructions to make the process of preparing Form 499 more user-friendly for filers. Many changes are intended to replace technical language with plain language to aid the filer. These non-substantive revisions include:

- Revising the formatting throughout for consistency of presentation and readability.
- Consolidating the contact information and how-to-file information into single sections.
- Moving the table used to determine whether a filer is de minimis for universal service purposes to Appendix A and adjusting the factors used therein to estimate whether a filer will be de minimis in 2011.
- Moving the list of Line 105 categories (describing a filer’s principal telecommunications activities) into Appendix B.
- Noting that email addresses are generally required so that the Commission and the administrators may contact filers electronically. Filers must now use Line 208.1 of the Form to specify a contact email address for ITSP regulatory fee purposes.
- Reorganizing the sections discussing reporting revenues in Blocks 3 and 4 so that it parallels the steps that filers typically take when filing out the form to report revenues.
- Consolidating the discussion of specific line revenues for ease of reference.
- Referring to filers consistently as “filers” rather than as “contributors” or “reporting entities” in some places.
- Deleting information of historical value but unnecessary for reporting purposes.
- Updating references to precedent as appropriate to better track the language in relevant Commission precedent.

People with Disabilities: To request materials in accessible formats for people with disabilities (Braille, large print, electronic files, audio format), send an e-mail to fcc504@fcc.gov or call the Consumer & Governmental Affairs Bureau at (202) 418-0530 (voice), (202) 418-0432 (tty).

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