



PUBLIC NOTICE

Federal Communications Commission
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DA 22-82

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MEDIA BUREAU REMINDER FOR FILINGS PREVIOUSLY SUBMITTED IN THE CONSOLIDATED DATABASE SYSTEM (CDBS)

Additional Information Requirements for All Emailed Submissions

The Media Bureau recently announced that it will no longer accept filings in the Consolidated Database System (CDBS) and established procedures for the public to submit certain filings by email pending final transition of all filings to the Licensing and Management System (LMS) database.¹ The Media Bureau reminds filers that applications and submissions that can be submitted using LMS must be submitted in that database.² The Media Bureau will not accept for filing any applications that are required to be filed using LMS that are submitted using the new email filing procedures.

As of January 12, 2022, all Media Bureau filings that cannot be submitted using LMS must be submitted by email to audiofilings@fcc.gov. Please note the following additional requirements concerning any such emailed filings.

Anti-Drug Abuse Act Certification

All emailed submissions must include the required Anti-Drug Abuse Act Certification. If the certification is not included in a form that a party submits, a separate certification should be included with the email. Information about the required certification and sample text can be found at: <https://www.fcc.gov/media/radio/anti-drug-abuse-act-certification>.

Additional Information Required to be Submitted

Parties submitting filings by email should ensure that their submissions adhere to the following guidelines. Required information can be included on an FCC form, in the informal submission (such as a letter) or in the body of the email.

- FCC Registration Number (FRN) is required for all submissions other than pleadings (Petitions to Deny, Informal Objections, Oppositions, Replies, Supplements, Petitions for Reconsideration and Applications for Review)
- Anti-Drug Abuse Certification (as noted above) unless it is included in an existing form
- Applications, Amendments and Informal Requests should include the station's Facility ID, Call Sign, City and State as well as any existing file numbers associated with the matter.

¹ *Media Bureau Announces New Procedures for All Filings Currently Submitted in the Consolidated Database System (CDBS)*, DA 22-29 (MB Jan. 11, 2022).

² Additional information about the LMS system and which filings are currently supported by LMS can be found at the Media Bureau's LMS Help Center at <https://www.fcc.gov/media/radio/lms-help-center>.

Fee Submissions

Commercial applicants must remit the required fee using the Commission Registration System (CORES), which is available from the following website: <https://apps.fcc.gov/cores/userLogin.do>. To facilitate the filing and payment process, we will not require proof of fee payment at the time an emailed filing is submitted to audiofilings@fcc.gov. Once the Audio Filings Team receives a feeable request, they will enter that request into CDBS and provide the applicant with the associated file number. Applicants must then use the CORES system to pay the required fee and include that file number in the “FCC Code 2” field under the “Application Fees” tab in CORES. After they pay the fee in CORES, applicants should then submit an electronic copy of the proof of payment, such as a PDF of the automatically generated remittance notification, to audiofilings@fcc.gov with a reference to the original application and the appropriate file number. Failure to send documentation demonstrating proof of payment may result in dismissal of the application or request.

Additional Requests that Must be Submitted via audiofilings@fcc.gov

The Media Bureau has identified the following additional filings that are required to be submitted by email to audiofilings@fcc.gov:

- Consummation Notifications for Assignment or Transfer authorizations originally filed in CDBS
- Requests for Extension of time to Consummate
- Notifications of Non-Consummation.

For further information contact James Bradshaw, Audio Division, Media Bureau, james.bradshaw@fcc.gov; Rudy Bonacci, Audio Division, Media Bureau, rodolfo.bonacci@fcc.gov or Albert Shuldiner, Audio Division, Media Bureau, albert.shuldiner@fcc.gov. Press inquiries should be directed to Janice Wise, janice.wise@fcc.gov, at (202) 418-8165.

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