

## Filing Requirements for OAC 4901:1-6-29 Filings

In addition to the applicable Telecommunications Filing Form, applications for notifying the Commission of changes in operations (Change of Ownership, Change of Name, Merger, Transfer of Certificate or Property, Plant or Business) must include the following items and exhibits. Failure to include all applicable items and/or exhibits may result in dismissal of the application.

### Change in Control (ACO Application)

- Certification from Ohio Secretary of State (domestic or foreign corporation, authorized use of fictitious name, etc.) and Certificate of Good Standing are required.
- List of names, addresses, and phone numbers of officers and directors, or partners.
- Description of and rationale for the involved transaction, including public interest considerations.
- Specify which notice procedure has been/will be utilized:
  - Direct mail;
  - Bill insert;
  - Bill notation, or
  - Electronic mail (if customer consents).
- Copy of real time notice which has been/will be provided to customers, if applicable.
- Customer notice affidavit verifying that customer notice has been provided to affected customers, if applicable.

### Change of Name (ACN Application)

- Certification from Ohio Secretary of State (domestic or foreign corporation, authorized use of fictitious name, etc.) and Certificate of Good Standing are required.
- Specify which notice procedure has been/will be utilized:
  - Direct mail;
  - Bill insert;
  - Bill notation, or
  - Electronic mail (if customer consents).
- Copy of real time notice which has been/will be provided to customers, if applicable.
- Customer notice affidavit verifying that customer notice has been provided to affected customers, if applicable.
- New title sheet with proposed new company name.
- Description of and rationale for the involved transaction, including public interest considerations.

Merger Transaction (AMT Application), Transfer of Certificate (ATC Application), or Transaction for purchase, sale or lease of property, plant or business (ATR Application)

- Certification from Ohio Secretary of State (domestic or foreign corporation, authorized use of fictitious name, etc.) and Certificate of Good Standing are required. In transfer of certificate cases, the transferee's good standing must be established.
- List of names, addresses, and phone numbers of officers and directors, or partners.
- Description of and rationale for the involved transaction, including public interest considerations.
- Copy of superseded tariff sheet(s) & price list(s), if applicable, marked as Exhibit A.
- Copy of revised tariff sheets & price lists, marked as Exhibit B.
- Specify which notice procedure has been/will be utilized:
  - Direct mail;
  - Bill insert;
  - Bill notation, or
  - Electronic mail (in customer consents).
- Copy of real time notice which has been/will be provided to customers, if applicable.
- Customer notice affidavit verifying that customer notice has been provided to affected customers, if applicable.
- List of Ohio exchanges specifically involved or affected.

Other Changes in Operations (CIO Application)

- Certification from Ohio Secretary of State (domestic or foreign corporation, authorized use of fictitious name, etc.) and Certificate of Good Standing are required. In transfer of certificate cases, the transferee's good standing must be established.
- List of names, addresses, and phone numbers of officers and directors, or partners.
- Description of and rationale for the involved transaction, including public interest considerations.
- Copy of superseded tariff sheet(s) & price list(s), if applicable, marked as Exhibit A.
- Copy of revised tariff sheets & price lists, marked as Exhibit B.
- Specify which notice procedure has been/will be utilized:
  - Direct mail;
  - Bill insert;
  - Bill notation, or
  - Electronic mail (in customer consents).
- Copy of real time notice which has been/will be provided to customers, if applicable.
- Customer notice affidavit verifying that customer notice has been provided to affected customers, if applicable.
- New title sheet with proposed new company name (if applicable).