

Canadian Central Office Code (NXX) Assignment Request and Confirmation Forms
Canadian Central Office Code (NXX) Assignment Guidelines
CNSC – May 6, 1998

Canadian Central Office Code (NXX) Assignment Request and Confirmation Forms

Cover Sheet

Part 1: **Request for NXX Code Assignment (Required)**

Part 2: **Routing and Rating Information (Optional)¹**

Part 4: **Confirmation of Code Activation (Required)**

Notice: Parts 1, 2, and 4 may be transmitted via paper or facsimile. Part 2 may also be transmitted via e-mail.

¹ The Code Applicant is not required to submit a completed Part 2 Form (Routing and Rating Information) to the CO Code Administrator. However, after a CO Code is assigned, it is the responsibility of the Code Applicant to enter, by itself or via an agent, the required Part 2 information into the Bellcore Traffic Routing Administrator (TRA) RDBS and BRIDS databases in order to notify the telecommunications industry to activate the CO Code in the Public Switch Telephone Network (PSTN).

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Part 1: Request for NXX Code Assignment

Please complete the following form. Use one form per NXX code request. Mail or fax the completed form to the Code Administrator.

The Code Applicant is on notice that code assignments are granted subject to the condition that all code holders are subject to the assignment guidelines which are published and available from the appropriate Code Administrator. A code assigned to an entity, either directly by the Code Administrator or through transfer from another entity, should be placed in service within 6 months after the initially published effective date.

The guidelines may be modified from time-to-time. The assignment guidelines in effect shall apply equally to all Code Applicants and all existing code holders.

The Code Applicant and the Code Administrator acknowledge that the information contained on this request form is sensitive and will be treated as confidential. Prior to confirmation the information in this form will only be shared with the appropriate administrator and/or regulators. Information requested for RDBS and BRIDS will become available to the public upon input into those systems.

I hereby certify that the following information requesting an NXX code is true and accurate to the best of my knowledge and that this application has been prepared in accordance with the Canadian Central Office Code (NXX) Assignment Guidelines dated October 23, 1997 which were adopted by the CSCN on April 2, 1998.

It is understood that the Code Applicant will return the CO Code to the administrator for reassignment if the resource is no longer in use by the Code Applicant, no longer required for the service for which it was intended, not activated within the time frame specified in these guidelines (an extension can be applied for), or not used in conformance with these assignment guidelines.

Signature of Authorized Representative of Code Applicant

Title

Date

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1.0 GENERAL INFORMATION

1.1 Contact Information

Code Applicant:

Entity Name:	_____	Contact Name:	_____
Address:	_____	City, Province, Postal Code:	_____
Telephone:	_____	Facsimile:	_____
E-mail:	_____		

Code Administrator Contact Information:

Name:	_____		
Address:	_____	City, Province, Postal Code:	_____
Telephone:	_____	Facsimile:	_____
E-mail	_____		

1.2 NPA: _____ LATA: _____ OCN: _____
Switch Identification (Switching Entity/POI)² _____
City or Wire Center Name _____ Rate Center³ _____
Route same as: NPA _____ NXX _____ Use Same Rate Center as: NPA _____ NXX _____

1.3 Dates

Date of Application _____ Requested Effective Date _____^{4 5},

Acknowledgment and indication of disposition of this application will be provided to Code _____ Applicant as noted in Section 1.2 within ten working days from the date of receipt of this _____ application.⁶

1.4 Type of Entity Requesting the Code:

- a) Local Exchange Carrier _____
 Wireless Service Provider _____
 Other (specify) _____
- b) Type of service for which code is being requested:

- c) Is certification or authorization required to provide this type of service in the relevant geographic area?
 Yes _____ No _____

² This is an eleven-character descriptor of the switch provided by the owning entity for the purpose of routing calls. This is the 11 character COMMON LANGUAGE Location Identification - (CLLI) of the switch or POI.

³ Rate Center name must be a tariffed Rate Center associated with toll billing.

⁴ The nationwide cut-over is a minimum of 45 days after the NXX code request is input to RDBS and BRIDS. To the extent possible, code applicants should avoid requesting an effective date that is an interval less than 66 calendar days from the submission of this form. It should be noted that interconnection arrangements and facilities need to be in place prior to activation of a code. Such arrangements are outside the scope of these guidelines.

⁵ Requests for code assignment should not be made more than 6 months prior to the requested effective date.

⁶ An incomplete form may result in delays in processing this request.

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- (1) If no, explain:

- (2) If yes, does your company have such certification or authorization?
Yes _____ No _____
- (i) If yes, indicate type and date of certification or authorization (e.g., letter of authorization, license, Certificate of Public Convenience & Necessity (CPCN), tariff, etc.):

- (ii) If no, explain:

- d) CO Code (NXX) Assignment Preference _____ (optional)
- e) CO Code(s) (NXX) that are undesirable for this assignment, if any _____

1.5 Type of Request (Select One):

- _____ Code Assignment
- _____ Initial Code for new switching entity or new point of interconnection (Complete Part 2)
- _____ Code request for New Application for existing switching entity or point of interconnection
Applicant must complete Section 1.7)
- _____ Additional code for growth (Code Applicant must complete Section 1.6)
- _____ Update information (Complete Section 2) (CO Code NXX) requiring update _____
- _____ Code Reservation only:⁷
- _____ Initial Code
- _____ New Application (Compete Section 1.7)
- _____ Growth (Complete Section 1.6)

1.6 Additional Code Request for Growth (See Section 4.2.1 of the Guidelines)

Basis of eligibility for an additional code for growth assigned to the switching entity/POI assumes the following: the initial code or the code previously assigned to a new application meets the exhaust criteria, as specified in the Central Office Code (NXX) Assignment Guidelines, depending on whether the NPA is in a non-jeopardy situation or jeopardy situation as described in Section 7.3 of the guidelines. The appropriate situation shall be indicated below (select one).

_____ Non-Jeopardy NPA Situation

I hereby certify that the existing CO Codes(s) (NXX) at this switching entity/POI is/(are) _____ projected to exhaust within 12 months of the date of this application. This fact is documented on Appendix B and will be supplied to an auditor when requested to do so per Appendix A of the guidelines.

_____ Jeopardy NPA Situation (see Section 7.4 (c) of the Guidelines)

⁷ When the Code Applicant is ready to place the code in service, the Code Applicant should complete a new request form.

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I hereby certify that the existing CO codes(s) (NXX) at this switching entity/POI is/(are) _____ projected to exhaust within 6 months of the date of this application. This fact is documented on Appendix B and will be supplied to an auditor when requested to do so per Appendix A of the guidelines.

1.7 Code Request for New Application (See Section 4.2 of the Guidelines)

Basis of eligibility for an additional code means that there has not been a code assigned to this _____ switching entity/point of interconnection for this purpose. (Check the applicable space and, if _____ applicable, provide the requested information).⁸

_____ Code is necessary for distinct routing, rating or billing purposes⁹

_____ Other (Explanation required) The Code Applicant must provide an explanation of why existing resources assigned to that entity cannot satisfy this requirement.

1.8 Authorization for entry of RDBS and BRIDS information (Check applicable space.)

_____ I have attached a completed Part 2 of this form. This is the Code Administrator's _____ authorization to input/revise the indicated RDBS and/or BRIDS data. Further, I understand that _____ the Code Administrator may not be the authorized party to input the data. The authorization _____ and/or data input responsibilities are determined on an Operating Company Number level. If the _____ Code Administrator advises me that said Code Administrator does not have Administrative _____ Operating Company Number (AOCN) responsibility for my data inputs, I will contact Bellcore- _____ TRA to determine the correct AOCN company. Upon that determination, I will submit Part 2 directly to the AOCN company for input to RDBS and BRIDS.

_____ Part 2 of this form is not attached. RDBS and BRIDS input will be the responsibility of the Code Applicant. The 66 calendar day nation-wide minimum interval cut-over for RDBS and BRIDS will not begin until input into RDBS and BRIDS has been completed.

⁸ If eligibility is based on a category that requires additional explanation or documentation and the code administrator denies a request, the applicant has the option to pursue an appeals process.

⁹ Any additional information that can be provided by the code applicant may facilitate the processing of that application.

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Part 2: Routing and Rating Information

As Part 2 Forms are developed by Bellcore Traffic Routing Administration (TRA) for data entry into Bellcore's RDBS routing and BRIDS rating databases, Code Applicants should obtain the Forms directly from the ATIS Internet web site at: <http://www.atis.org/atis/clc/incl/incdocs.htm>.

The Code Applicant is not required to submit a completed Part 2 Form (Routing and Rating Information) to the CO Code Administrator. However, after a CO Code is assigned, it is the responsibility of the Code Applicant to enter, by itself or via an agent, the required Part 2 information into Bellcore's RDBS and BRIDS databases in order to notify the telecommunications industry to activate the CO Code in the Public Switched Telephone Network (PSTN).

A Job Aid to assist Code Applicants in completing the Part 2 Form may be obtained from Bellcore TRA by calling (732) 699-6700 or by sending an e-mail message to tra@notes.cc.bellcore.com.

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Part 4: Confirmation of Code Activation

Code Applicant:

Entity Name: _____
Address: _____
Telephone: _____
E-mail: _____
Date of Application: _____
Date of Response: _____

Contact Name: _____
City, Province, Postal Code: _____
Facsimile: _____
Date of Receipt: _____
Effective Date: _____

Code Administrator Contact Information:

Name: _____
Telephone: _____
Facsimile: _____
E-mail: _____

By signing below, I certify that the CO Code (NXX) specified in Section 1 below is in service and that the CO Code (NXX) is being used for the purpose specified in the original application (See Section 6.3.3).

Authorize Representative of Code Applicant (Print)

Signature

Title

Date

1. NPA-NXX Code: _____ - _____
2. Switch Identification: (Switching Entity/POI)¹: _____
3. Dates:
Date of Application: _____
In-Service Date: _____

¹ This is an eleven-character descriptor of the switch provided by the owning entity for the purpose of routing calls. This is the 11 character COMMON LANGUAGE Location Identification (CLLI) of the switch or POI.