

The Commonwealth of Virginia
STATE CORPORATION COMMISSION

**APPLICATION FOR REGISTRATION AS A
PAYPHONE SERVICE PROVIDER**

FOR OFFICIAL USE ONLY

PSP #

**(All entries on this form must be typed or
printed in black or blue ink.)**

Date of Application

Name of Payphone Company (as reported to the Serving Local Exchange Company)

Address to which telephone bills from the Serving Local Exchange Companies will be sent

Physical Address if different from above

Name and title of Contact person (owner, president, principal)

Daytime Telephone Number

Alternate Telephone Number

Is your business entity a corporation, limited partnership, or limited liability company? YES NO

If the answer to the previous question is "Yes", have you obtained a Certificate of Authority or a Certificate of Registration to transact business in Virginia from the Office of the Clerk of the State Corporation Commission? YES NO

FEE CALCULATION INSTRUCTIONS

The SCC collects a nonrefundable fee each year or fraction thereof for each payphone installed or operating in Virginia. Each new payphone service provider must pay the nonrefundable registration fee of \$4.00 per payphone at the time of initial registration prior to activation of service. An annual renewal fee of \$4.00 per payphone is due each succeeding year by no later than the 16th of January. A late filing fee of \$1.00 per payphone registered or \$50.00, whichever is greater, is required for renewal fee payments received after January 16th or postmarked later than January 16th. If you have questions relating to the completion of this form, please contact Ms. Karen Robinson at (804) 371-9243 or 1-800-552-7945 option "4".

Fee computation: Number of payphones installed or operating in Virginia x \$4.00 = the total due.

Submit this application for registration form for the computed amount above with a check payable to "TREASURER OF VIRGINIA" and mail to:

**STATE CORPORATION COMMISSION
PUBLIC SERVICE TAXATION DIVISION
P. O. BOX 1197
RICHMOND, VIRGINIA 23218**

The information provided on this form is true to the best of my knowledge and I agree to abide by the SCC Rules for Payphone Service and Instruments. (Forms not completed and signed by the principal of the business will be returned not processed.)

Signature

Title (Owner, President, CEO, etc.)

Date

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This payphone service provider is authorized to do business in Virginia contingent upon conformance with the SCC Rules for Payphone Service and Instruments.

Signature _____ Date _____