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Office of Engineering and Technology

FEE GUIDE

FILING INSTRUCTIONS

Applicants are required to submit one payment by check, bank draft or money order, and one Fee Processing Form (FCC Form 155) with each application. The Fee Processing Form must show the correct fee type code and remittance. Check, bank draft or money order MUST be made payable to the Federal Communications Commission, and must be drawn upon a United States financial institution. Foreign, post dated, altered or third-party checks are not acceptable. Do not send cash.

EQUIPMENT APPROVAL SERVICES

Mail Equipment Approval Services applications to:

Federal Communications Commission
Equipment Approval Services
P.O. Box 358315
Pittsburgh, PA 15251-5315

TYPE OF APPLICATION	FORM NO.	FEE CODE	PER FORM 731
CERTIFICATION: 1/			
a) Receivers (except TV and FM)	731	EEC	\$285.00
b) All Other Devices	731	EGC	735.00
c) Modification and Class II Permissive Changes 8/	731	EAC	35.00
d) Request for confidentiality 7/	731	EBC	105.00
TYPE ACCEPTANCE: 2/			
a) All Devices	731	EFT	370.00
b) Modifications and Class II Permissive Changes 8/	731	EAT	35.00
c) Request for confidentiality 7/	731	EBT	105.00
TYPE APPROVAL: 3/			
a) All Devices (with testing)	731	EHA	1,465.00
b) All Devices (without testing)	731	EDA	170.00
c) Request for confidentiality 7/	731	EBA	105.00

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NOTIFICATION: 4/

a) All Devices	731	ECN	115.00
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ADVANCE APPROVAL OF

SUBSCRIPTION TV SYSTEMS 5/	Corresp	EIS	2,255.00
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a) Request for confidentiality 7/	Corresp	EBS	105.00
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ASSIGNMENT OF APPLICANT CODE 6/

a) New Applicants for all Application Types, except subscription TV	Corresp	EAG	35.00
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The FCC's equipment authorization procedures for the issuance of equipment approval for radio frequency equipment are covered by the terms certification, type acceptance, type approval and notification. Parties who can assume responsibility for equipment compliance with the applicable technical standards should file an application for authorization. The issuance of a grant of equipment authorization is a prerequisite to marketing equipment, subject to these procedures, in the United States.

Inquiries concerning equipment approval services for radio frequency equipment may be directed to:

Office of Engineering and Technology
Authorization and Evaluation Division
Equipment Authorization Branch
7435 Oakland Mills Road
Columbia, MD 21046.
(301) 725-1585

FOOTNOTES

- 1/ Certification is an authorization issued by the Commission for equipment designed to be operated without an individual license under Parts 15 and 18 of the Rules, based on representations and test data submitted by the applicant. The requisite fees are also charged for abbreviated application procedures (changes in identification of presently certified equipment).
- 2/ Type acceptance is an authorization issued by the Commission for many categories of transmitting equipment used pursuant to a station license, based on representations and test data submitted by the applicant. The requisite fees are also charged for abbreviated application procedures (changes in identification of presently type accepted equipment).
- 3/ Type approval is an authorization issued by the Commission based on examination and measurements of specific equipment by the Commission's laboratory. New equipment and major modifications require testing, while changes in identification of presently type approved equipment or minor modifications do not.

- 4/ Notification is an authorization issued by the Commission for different classes of equipment operated without an individual license under Part 15, and certain transmitting equipment used pursuant to a station license. Notification is based on an attestation by the applicant that the required measurements have been made to demonstrate compliance with the applicable technical standards. Modifications and permissive changes to authorized equipment are normally allowed without the requirement to file an application, unless these changes are so extensive as to cause the equipment to be considered a new product, which would require a new identification and requisite fees. The requisite fees are also charged for abbreviated application procedures (changes in identification of presently notified equipment).
- 5/ Licensees and permittees of TV broadcast and low power TV stations may only conduct subscription operations by using an encoding system approved in advance by the Commission. The Commission has not designated a specific application form for requesting approval of subscription TV systems. Informal applications, accompanied by all data described in Subpart M of Part 2 of the Rules, are acceptable. Modifications to approved subscription TV systems which necessitate a new application for advance approval require an additional fee of \$2,255.00.
- 6/ Fees for assignment of grantee codes are a one time charge for NEW APPLICANTS applying for authorization of equipment subject to certification, type acceptance, type approval and notification. No grantee code is assigned for subscription TV system applicants. The three-character grantee code, assigned by the Commission, is issued permanently to the specific applicant for the purpose of formulating the equipment identification (FCC ID) for all equipment covered in subsequent applications submitted by the specified applicant.

Requests for advance assignment of a grantee code, prior to submission of an application, must be accompanied by the \$35.00 fee. Requests for assignment of a code submitted simultaneously with an application for equipment authorization must be accompanied by the \$35.00 fee, in addition to the requisite fee for the specific type of application. No application form has been designated for requesting advance assignment of a grantee code. A letter requesting assignment of a grantee code, specifying the complete, legal, business name and address of the prospective grantee, is acceptable.

- 7/ A letter or written showing of justification is required pursuant to Section 0.459 of the rules for applications that request the Commission to withhold any information from public inspection pursuant to the provisions of Section 0.457(d) of the Commission's Rules. When filing an application form (FCC Form 731), the box in item 3 must be marked "yes" and the appropriate fee code listed for the application type must be indicated on the Fee Processing Form. No confidentiality or withholding can be granted for a Notification

application since no data or description is filed.

- 8/ Modifications and permissive changes which result in a change in equipment identification require the submission of a new application and requisite fees for the specific authorization procedure.

OBTAINING BULLETINS AND MEASUREMENT PROCEDURES

A limited number of free copies of various documents originated by the Office of Engineering and Technology (OET) are available from FCC's Service & Supply Branch, (202) 632-7272, and Consumer Assistance Office (202) 632-7000. Bulletins may also be obtained at cost from the Commission's duplicating contractor, International Transcription Services (ITS), (202) 857-3800, Washington, DC, (717) 337-1433, Gettysburg, PA. Revision of bulletins and measurement/test procedures will be announced by public notice and will also appear on the PAL "Hotline".

Office designators:

EA, Equipment Authorization Branch	TS, Technical Standards Branch
EE, Engineering & Evaluation	SM, Sampling & Measurement Branch
FL, Frequency Liaison Branch	SE, Spectrum Engineering Div
TB, Treaty Branch	PA, Propagation Analysis Branch

BULLETINS

NO.	DATE	TITLE	ORIGINATING OFFICE
*19		FCC Test Procedure for Wireless Microphones and Auditory Assistance Devices...	EA, (301) 725-1585
37	8/81	Criteria To Be Met By Doppler Radars Operating in the 24.05-24.15 GHz Band	EA, (301) 725-1585
*40	6/78	FCC Measurement Procedure for a Microwave Field Disturbance Sensor	SM, (301) 725-1585
43	4/77	Peak Envelope Power & Output Limiting in the Citizens Band Radio Service	EA, (301) 725-1585

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45	10/78	Measurement Procedures for Peak Effective Radiated Power (PERP) of Emergency Position Indicating Radiobeacon (EPIRB) Transmitters	SM, (301) 725-1585
53	7/83	Compatibility Standards for 800 MHz Land Mobile Cellular Systems (may be subject to NPRM in future)	TS, (202) 653-6288
55	11/89	Characteristics of Open Field Test Sites	SM, (301) 725-1585
56	6/83	Questions & Answers about Biological Effects & Potential Hazards of Radiofrequency Radiation	SE, (202) 632-7025
60	2/86	Multichannel Television Sound Transmission & Audio Processing Requirements for the BTSC System	TS, (202) 653-6288
*61	4/84	FCC Equipment Authorization Program...	EA, (301) 725-1585
62	11/89	Understanding the FCC Regulations Concerning Computing Devices	TS, (202) 653-6288
63	9/84	Understanding the FCC...Part 15 Reg for Lower Power Transmitters (to be updated due to Part 15 revision in the First Report & Order in Doc 87-389)	TS, (202) 653-6288
64	6/85	Voluntary Technical Standards for Broadcast Transmitters and other RF Devices	TS, (202) 653-6288
**65	10/85	Evaluating Compliance with FCC Specified Guidelines for Human Exposure to Radiofrequency Radiation	SE, (202) 632-7025
66	10/86	Treaties and Other Int'l Agreements for Telecommunication	TB, (202) 853-8126
67	3/88	Potential Interference from Operational Fixed Stations in the 72-76 MHz Band to Television Channels 4 and 5	PA, (202) 632-7025

MEASUREMENT PROCEDURES (MP)

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*MP-1 2/83 FCC Methods of Measurements for SM, (301) 725-1585
Determining Compliance of Radio Control
& Security Alarm Devices & Associated Rcvrs

MP-2 10/86 Measurement of UHF Noise Figures of EE, (301) 725-1585
of Television Receivers

*MP-3 1/85 FCC Methods of Measurements of... SM, (301) 725-1585
TV Interface Devices

MP-4 7/87 FCC Procedure for Measuring RF SM, (301) 725-1585
Emissions from Computing Devices

(revision in NPRM, Docket 89-44 released March 7, 1989, to be referred to as
"FCC Procedure for Measuring Electromagnet Emissions from Digital Devices,
FCC/OET TP-5")

MP-5 2/86 FCC Methods of Measurements of Radio TS, (202) 653-6288
Noise Emissions from ISM Equipment

MP-8 12/84 Measurement Procedures for Radio- EA, (301) 725-1585
telegraph Auto Alarms

MP-9 9/87 FCC Procedure for Measuring Cable SM, (301) 725-1585
Television Switch Isolation

* Scheduled for update due to adoption of Report and Order in Docket
87-212 and First Report & Order in Docket 87-389.

** Current cost of bulletin is \$11.95 and is available from NTIS, (703)
4787-4650 or 1-800-336-4700.

TEST PROCEDURES (TP)

TP-1 1980 Procedure for Type Approval of Marine EA, (301) 725-1585
Radars (to be revised to refer to Type Acceptance)

LABELLING OF RADIO FREQUENCY DEVICES

The FCC Laboratory experiences delays in processing of applications (FCC Form
731) for radio frequency equipment subject to Certification, Notification,
Type Acceptance and Type Approval due to the failure of applicants or their

authorized representatives to comply with various requirements concerning the labeling of the devices. In particular, the Commission staff has noted the following deficiencies: (1) discrepancies in the FCC Identifier (FCC ID) listed on Form 731 and the label formats; (2) omission of sketches to indicate placement of labels on equipment (when label drawings are submitted in lieu of photographs); (3) absence of compliance labels and/or incorrect compliance statements, when required.

It has also been discovered by processing staff that label formats or changes to label formats designed by representative of the applicant, although compliant with the rules, are, in some cases, not representative of the final production labels to be placed on the equipment upon grant of the application. Label revisions requested by the processing staff through an applicant's representative are not being incorporated into the final production labels.

It is emphasized that the FCC ID on Form 731 and on label formats must agree in all respects, and the FCC ID listed on equipment to be marketed must be listed exactly as on the proposed label submitted with the application. Differences in the listing of the FCC ID on production labels prevent Commission staff and users of the Public Access Link (PAL) from verifying the identity of authorized equipment.

To assure that established processing practices are followed, applicants and their authorized representatives are reminded of the following procedures:

1. Parties acting on behalf of applicants for equipment authorization must submit an agency agreement signed by an officer of the applicant.
2. Label formats submitted with applications pursuant to Sections 2.925 and 2.926 must include all required identification elements and, where appropriate, other information such as compliance statements.
3. Justification for use of label formats not in full compliance with Sections 2.925, 2.926 and other sections governing labeling of equipment must be submitted with FCC Form 731, pursuant to Section 2.925(e) of the Rules.
4. Pursuant to Sections 2.963(d)(12), 2.975(a)(4), 2.983(g) and 2.1033(b)(7), the label, its location on the equipment and all required identification elements may be shown in a photograph, 8" x 10-1/2" or 8-1/2" x 11" in size. In lieu of a photograph, a sample label (or facsimile thereof) may be submitted together with a sketch showing where this label will be placed on the equipment, provided the label and sketch are mounted on paper 8" x 10-1/2" or 8-1/2" x 11".

LABELLING OF RADIO FREQUENCY DEVICES AUTHORIZED UNDER THE NEW PART 15,
DOCKET 87-389.

Applicants for equipment authorization of Part 15 devices electing to have

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equipment authorized under the transition rules in Section 15.37 of The FIRST REPORT and ORDER in Docket 87-389, must label equipment with the compliance statements set forth in Section 15.19 for the specific device. Sections 15.21, 15.27, 15.105, 15.115(c)(5), 15.233 and 15.251 of the NEW Part 15 contain additional compliance statements for specific devices, instruction manual requirements, information to users, etc.

Questions concerning labeling of radio frequency devices may be addressed to FCC, Equipment Authorization Branch, 7435 Oakland Mills Road, Columbia, MD 21046.

REGISTRATION (PART 68) - Telephone Equipment

The Commission's registration program is the responsibility of the Common Carrier Bureau's Domestic Facilities Division, Domestic Services Branch, Room 6106, 2025 M Street, N.W., Washington, DC 20554. Very general information is provided concerning Part 68 registration. Inquiries concerning aspects of the program not addressed here should be directed to the address listed.

APPLICABILITY OF THE FCC TELEPHONE TERMINAL REGISTRATION PROGRAM

All telephone and data terminal equipment located on customer premises must be registered under Part 68 of the FCC Rules, with the exception of:

1. Coin telephone provided by the telephone companies.
2. Equipment connected to party lines.
3. Equipment located at telephone company central offices.
4. Transmission equipment (part of the loop plant) furnished by the telephone company, even if located on customer's premises.

APPLICATION SUBMISSION

Prior to submitting an application (FCC Form 730) for registration, applicants should obtain a copy Part 68 rules and regulations and a copy of current "Form 730 Instructions", published periodically by the Domestic Services Branch.

- o Submit Form 730 in DUPLICATE
 - Original 730 must be dated, have an original signature, be accompanied by original copy of attachments/exhibits, and be marked for validation by the Fee Section with the fee number.
 - \$135.00 check or money order drawn on USA bank, made payable to

Federal Communications Commission.

- o Submit to: Federal Communications Commission
1919 M Street, N.W.
Washington, DC 20554-1600.

Note: Complete nine-digit zip code must be used for routing to the proper processing office. If hand delivered, applications should be taken to Room L-18.

APPLICABILITY OF RADIOFREQUENCY REGULATIONS TO REGISTERED EQUIPMENT

Digital circuitry operating at rates greater than 10 kHz may require Certification under Part 15 of the rules. Devices making use of radio links and connects to the telephone network may require both FCC authorization of the radio equipment and registration of the telephone interface circuitry. Examples of such devices are cordless telephone base stations, modems, security alarm devices. Some classes of equipment may be subject to verification rather than certification. See Bulletin OET 61.

Registered equipment with rf circuitry, regardless of whether it is subject to certification or verification, is subject to the Commission's importation regulations, Subpart K of Part 2, and requires the filing of Form 740. Contact your local FCC Field Office for filing requirements. See Item 4 on Main Menu for addresses and phone numbers.

RADIOFREQUENCY BULLETINS

The following bulletins pertaining to radiofrequency devices (which may contain telephone interface circuitry) are available from the Commission's Consumer Assistance Office (202) 632-7000, the Equipment Authorization Branch (301) 725-1585, and local FOB Field Offices.

- OET 61 - "THE FCC EQUIPMENT AUTHORIZATION PROGRAM FOR RADIOFREQUENCY DEVICES"
- OET 62 - "UNDERSTANDING THE FCC REGULATIONS CONCERNING COMPUTING DEVICES"
- MP 4 - "FCC PROCEDURES FOR MEASURING RF EMISSIONS FROM COMPUTING DEVICES"
- MP 5 - "FCC METHODS OF MEASUREMENTS OF RADIO NOISE EMISSIONS FROM INDUSTRIAL, SCIENTIFIC, AND MEDICAL EQUIPMENT (PART 18)"

LIST OF PART 15 MEASUREMENT FIRMS

A list of firms who perform Part 15 measurements on a contractual basis is available from PAL computer data base (301) 725-1072, Item 3 on the Main Menu, or from the Sampling and Measurement Branch, 7435 Oakland Mills Road, Columbia, MD 21046 (301) 725-1585.

OTHER PART 68 INFORMATION OF INTEREST

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o STATUS, FORMS, INQUIRIES, VERIFICATION OF REGISTRATION NUMBERS, PUBLIC NOTICES, ISSUANCE OF GRANTS, etc

- FCC, Domestic Services Branch, Room 6101
2025 M Street, N.W., Washington, DC 20554
(202) 634-1373, 634-1833

Cellular Radio Service: (202) 632-6400
Common Carrier Tariffs: (202) 632-5550
Common Carrier FAX: (202) 653-5502
Complaints (Common Carrier: (202) 632-7553
Private Land Mobile Radio Service: (202) 634-2443

FCC DISTRIBUTION PROCEDURES

The Commission does not maintain mailing lists for distribution of documents, public notices, texts and press releases, etc. Copies of all such materials are available for inspection in the FCC Library, Room 639, 1919 M St., N.W., Washington, DC, or may be purchased from the FCC's duplicating contractor, International Transcription Services, or through recognized distribution services. Parties interested in utilizing the distribution services or services of the duplicating contractor, should contact the parties directly concerning rates.

The Office of Public Affairs makes available to the public, on a first-come, first-served basis, a Daily Digest which lists Commission notices, orders, decisions and releases issued each day. The Daily Digest and news releases are also distributed electronically by several companies.

The Daily Digest and FCC documents are issued each working day. However, additional notices or documents may be issued later in the day, particularly on Commission meeting days. The Office of Public Affairs' recorded message provides information on any late release. That message can be reached by calling (202) 632-0002. Late releases and documents also will be listed in the next issue of the Daily Digest.

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Washington, DC 20036
(202) 293-4964

Downtown Copy Center
1114 21st St., N.W.
Washington, DC 20037
(202) 452-1422

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Charles E. Simon & Co
1333 H St., N.W.
Washington, DC 20005
(202) 289-5300

Fair Press Services
P.O. Box 19352
Washington, DC 20036
(202) 659-2726

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1265 National Press Bldg
Washington, DC 20004
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Washington, DC 20006
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1755 Lamont St., N.W.
Washington, DC 20006
(202) 667-5124

Washington Information Group
P.O. Box 19352
Washington, DC 20036
(202) 463-7323

DC News and Data, Inc
(formerly DC Press Service)
910 17th St., N.W., Suite 426
Washington, DC 20006
(202) 463-8112

Washington Service Bureau
655 15th St., N.W.
Washington, DC 20005
(202) 833-9200

ELECTRONIC DISTRIBUTION SERVICES

Berry Best Services, Ltd
1990 M St., N.W., Suite 740
Washington, DC 20036
(202) 293-4964

Television Digest, Inc
1836 Jefferson Place, N.W.
Washington, DC 20036
(202) 872-9200

Int'l Transcription Services
2100 M St., N.W., Suite 140
Washington, DC 20037
(202) 857-3800

Washington Information Group
P.O. Box 19352
Washington, DC 20036
(202) 463-7323

*Provides all Commission notices and documents electronically

**Commission's duplicating contractor

FIELD OPERATION BUREAU (FOB) REGIONAL AND FIELD OFFICES

Offices designated * are both field and regional director's offices;
Office designated ** is a regional director's office only; all others
are field offices only.

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FIELD OFFICES

LOCATION	ADDRESS
Anchorage, ALASKA 99502	Federal Communications Commission 6721 West Raspberry Road (907) 243-2153
Douglas, ARIZONA 85608	Federal Communications Commission P.O. Box 6 (602) 364-8414
Livermore, CALIFORNIA 94550	Federal Communications Commission P.O. Box 311 (415) 447-3614
Los Angeles, CALIFORNIA 90701	Federal Communications Commission Cerritos Corp Tower 18000 Studebaker Rd., Room 660 (213) 809-2096
San Diego, CALIFORNIA 92111	Federal Communications Commission 4542 Ruffner Street, Room 370 (619) 557-5478
San Francisco, CALIFORNIA 94111	Federal Communications Commission 424 Customhouse, 555 Battery St. (415) 556-7701/2
**San Francisco, CALIFORNIA 94105	Federal Communications Commission 211 Main Street, Room 537 (415) 974-0702
Denver, COLORADO 80228	Federal Communications Commission 12477 West Cedar Drive (303) 236-8026
Miami, FLORIDA 33166	Federal Communications Commission Koger Building, Room 203 8675 NW 53rd Street (305) 536-5542
Tampa, FLORIDA 33607	Federal Communications Commission Airport Executive Ctr., Rm 1215 2203 N. Lois Avenue (813) 228-2872

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Vero Beach, FLORIDA 32961	Federal Communications Commission P.O. Box 1730 (407) 778-3755
*Atlanta, GEORGIA 30309	Federal Communications Commission Rm 440, Massell Building 1365 Peachtree Street, N.E. (404) 347-3084
Powder Springs, GEORGIA 30073	Federal Communications Commission P.O. Box 85 (404) 943-5420
Waipahu, HAWAII 96797	Federal Communications Commission P.O. Box 1030 (808) 677-3318/3954
*Parkridge, ILLINOIS 60068	Federal Communications Commission Park Ridge Office Ctr., Rm 306 1550 Northwest Highway (312) 353-0195
New Orleans, LOUISIANA 70123	Federal Communications Commission 800 West Commerce Road, Rm 306 (504) 589-2095
Belfast, MAINE 04915	Federal Communications Commission P.O. Box 470 (207) 338-4088
Baltimore, MARYLAND 21201	Federal Communications Commission 1017 Federal Building 31 Hopkins Plaza (301) 962-2729
Columbia, MARYLAND 21045	Federal Communications Commission P.O. Box 250 (301) 725-3474
*Quincy, MASSACHUSETTS 02169 (BOSTON)	Federal Communications Commission NFPA Bldg., Batterymarch Park (617) 770-4023/565-8432
Allegan, MICHIGAN 49010	Federal Communications Commission P.O. Box 89 (616) 673-2063

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Farmington Hills, MICHIGAN 48018
(DETROIT)

Federal Communications Commission
24897 Hathaway Street
(313) 226-6078

St Paul, MINNESOTA 55101

Federal Communications Commission
691 Federal Bldg, & US Courthouse
316 North Robert Street
(612) 725-7810

*Kansas City, MISSOURI 64133

Federal Communications Commission
Brywood Office Tower, Room 320
8800 East 63rd Street
(816) 926-5111

Grand Island, NEBRASKA 68802

Federal Communications Commission
P.O. Box 1588
(308) 381-5598

Buffalo, NEW YORK 14202

Federal Communications Commission
1307 Federal Bldg, 111 West Huron Street
(716) 846-4511/2

New York, NEW YORK 10014

Federal Communications Commission
201 Varick Street
(212) 620-3437

Portland, OREGON 97204

Federal Communications Commission
1782 Federal Bldg, 1220 SW Third Ave
(503) 221-4114

Langhorne, PENNSYLVANIA 19047
PHILADELPHIA

Federal Communications Commission
One Oxford Valley Office Bldg, Rm 404
2300 East Lincoln Highway
(215) 752-1324

Sabana Seca, PUERTO RICO 00749

Federal Communications Commission
P.O. Box FCC
(809) 784-3772

Hato Rey, PUERTO RICO 00918
SAN JUAN

Federal Communications Commission
San Juan Field Office
747 Federal Building
(809) 753-4567

Dallas, TEXAS 75243

Federal Communications Commission
9330 LBJ Freeway, Room 1170
(214) 767-5690

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Houston, TEXAS 77008

Federal Communications Commission
1225 North Loop West, Room 900
(713) 229-2749

Kingsville, TEXAS 78363

Federal Communications Commission
P.O. Box 632
(512) 592-2531

Virginia Beach, VA 23455

Federal Communications Commission
1200 Communications Circle
(804) 441-6472

*Bellevue, WASHINGTON 98006
SEATTLE

Federal Communications Commission
One Newport, Room 414
3605 132nd Avenue, SE
(206) 764-3324

Custer, WASHINGTON 98240
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Federal Communications Commission
1330 Loomis Trail Road
(206) 354-4892