

**18. ACT - Activity**

Identifies the activity involved in this service request.

On a supplement to a request this field carries the original activity type.

When the ACT field involves a change, the PON should be canceled and a new PON submitted.

USAGE: This field is required.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES:

- A = New Installation and/or account
- C = Change to an existing service or account, (e.g., rearrangement, deletion, addition, or transition from Interim NP to Local NP).
- D = Disconnection
- M = Inside move of the physical termination within a building
- T = Outside move of end user location
- R = Record activity for administrative changes
- V = Conversion of service to new LSP as specified (Resale or Facility Based)
- W = Conversion as is (Resale Only)
- S = Suspend
- B = Restore

"M" is prohibited when the first position of the REQTYP is "C," "F" or "J."

"T" is prohibited when the first position of the REQTYP field is "A," "B," "C," "F" or "J."

"S" is prohibited when the first position of the REQTYP field is "A," "B," "C," "J," "K," or "L."

"B" is prohibited when the first position of the REQTYP field is "A," "B," "C," "J," "K," or "L."

"W" is prohibited when the first position of the REQTYP field is "A," "B," "C," "F," "J," "K" or "L."

When the first position of the REQTYP field is "D," the ACT field must be "D."

EXAMPLE: A

## 19. SUP - Supplement Type

A supplement is any new iteration of a Local Service Request (LSR). The entry in the SUP field identifies the reason for which the supplement is being issued.

USAGE: This field is conditional.

Required when the VER field is populated, otherwise prohibited.

When the first position of the REQTYP field will change, the PON must be cancelled and a new PON sent with the new REQTYP.

DATA CHARACTERISTICS: 1 numeric character.

VALID ENTRIES: 1 = Cancel: Indicates the pending order is to be canceled in its entirety.

If the pending order was already completed, a request for disconnection must be sent instead of a supplement.

Valid whether or not the confirmation has been sent.

2 = New Desired Due Date: Indicates that the pending order requires **only** a change of desired due date.

The new date is specified in the DDD field. If the request is to establish a due date less than the standard interval (from the date the SUP is sent), the EXP field must be populated.

3 = Other: Any other change to the request.

This may affect the previously agreed upon due date.

Partial cancellations should also be entered with a '3' in the SUP field.

A request for a change in desired due date in conjunction with other changes to a pending order should be submitted with a "3" in the SUP field. If the request is to establish a due date less than the standard interval from the date the SUP is sent, the EXP field must be populated.

This entry is also to be used for supplements that are a result of BellSouth changes.

Requires an entry in the REMARKS field to identify the changes. In addition to the changed fields, the remainder of the request must be identical to the original request issued.

EXAMPLE: 

3
---

**20. EXP - Expedite**

Indicates that expedited treatment is requested and any charges generated in provisioning this request (e.g., additional engineering charges or labor charges if applicable) will be accepted.

USAGE: This field is conditional.

Required when desired due date is less than the standard interval for the provisioning of the service, otherwise optional.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES: Y = Expedite Charges Authorized.

EXAMPLE: 

Y
---

**21. AFO - Additional Forms**

Indicates which additional forms are being submitted with this request.

USAGE: This field is **NOT APPLICABLE** in BellSouth.

**22. RTR - Response Type Requested**

Identifies the type of confirmation response requested by the customer.

USAGE: This field is **NOT APPLICABLE** in BellSouth.

BellSouth provides confirmation only.

**23. CC - Company Code**

Identifies the Exchange Carrier requesting service.

USAGE: This field is required.

DATA CHARACTERISTICS: 4 alphanumeric characters.

VALID ENTRIES: A four alpha character code structure for Exchange Carriers maintained by Bellcore.

A four alphanumeric character code structure available for all Exchange Carriers in North America and certain U.S. Territories maintained by NECA.

Also known as the four digit Operating Company Number (OCN).

EXAMPLE: 

1	2	3	4
---	---	---	---

**24. AENG - Additional Engineering**

Indicates that if additional engineering is required, an estimate of the charges is to be forwarded to the initiator of the request.

USAGE: This field is optional.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES: Y = Engineering Requested

EXAMPLE:  Y

**25. ALBR - Additional Labor**

Indicates that additional labor is requested and charges will be accepted in conjunction with this Service Request (e.g., Sunday or out of normal business hour installation is being requested).

USAGE: This field is optional.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES: Y = Additional labor is authorized.

EXAMPLE:  Y

**26. SCA - Special Construction Authorization**

Indicates pre-authorization for special construction.

USAGE: This field is optional.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES: Y = Special construction is authorized.

EXAMPLE:  Y



**30. ACTL - Access Customer Terminal Location**

Identifies the CLLI code of the customer facility terminal location. The CLLI code will have been previously assigned.

If the customer does not have a CLLI code for a particular ACTL, BellSouth may secure a code and provide it to the customer prior to the submission of any requests.

The ACTL code is an 11 character CLLI code designed for the identification of location entities for all services.

The APOT field is required if the ACTL does not identify the specific physical termination point of the service.

USAGE: This field is conditional.

Prohibited when the first position of the REQTYP field is "D," "E" or "J." otherwise optional.

Required when the first position of the REQTYP field is "A" or "B" and the request is designed.

DATA CHARACTERISTICS: 11 alphanumeric characters.

EXAMPLES: 

M	I	L	N	T	N	M	A	W	0	1
M	I	L	N	T	N	M	A	X	M	D

**31. AI - Additional Point of Termination Indicator**

Identifies whether the APOT field contains a CLLI code or a narrative.

USAGE: This field is conditional.

Required when the APOT field is populated, otherwise prohibited.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES: C = CLLI code  
N = Narrative

EXAMPLE: 

C
---

**32. APOT - Additional Point of Termination**

Further identifies the physical ACTL Point of Termination.

This field may be a CLLI code or any other format to identify a termination location within an ACTL. For example, the customer may pre-assign cross-connect information for its service-to-service order coordination.

USAGE: This field is conditional.

Required when the ACTL field does not identify the specific physical termination point of the service, otherwise optional.

DATA CHARACTERISTICS: 11 alphanumeric characters.

EXAMPLES: 

M	I	L	N	T	N	M	A	F	X	X
B	1	7	-	P	5	-	J	K	2	4

The above example could indicate Bay 17, Panel 5 and Jack 24 as the APOT.

**33. LST - Local Service Termination**

Identifies the CLLI code of the end office switch from which service is being requested.

USAGE: This field is conditional.

Required when the first position of the REQ TYP field is "F."

Required when the first position of the REQ TYP field is "E" and the entry is different than the end user's local serving office.

Otherwise optional.

DATA CHARACTERISTICS: 11 alphanumeric characters.

EXAMPLE: 

S	N	F	C	C	A	M	C	W	0	1
---	---	---	---	---	---	---	---	---	---	---

**34. LSO - Local Service Office**

Identifies the NPA/NXX of the local or alternate serving central office of the customer location or primary location of the end user.

USAGE: This field is conditional.

Required when the first character of the REQ TYP is "B" or "C" and a directory listing is requested on the end user telephone number which is from a CLEC assigned NPA NXX.

Required when the first character of the REQ TYP is "J" and the telephone number is a CLEC assigned NPA NXX.

Required when the first character of the REQ TYP is "A" or "B."

DATA CHARACTERISTICS: 6 numeric characters.

EXAMPLE: 

2	0	1	8	8	5
---	---	---	---	---	---

**35. TOS - Type of Service**

Identifies the type of service for the line ordered.

The type of service identifies the end user account as business, residential or government.

USAGE: This field is conditional.

Required when the ACT field is "A," "C," "V" or "W," and the first position of the REQ TYP field is "B," "C," "D," "E" "F," or "J," otherwise optional.

DATA CHARACTERISTICS: 3 alphanumeric characters.

VALID ENTRIES:

<u>1st Character</u>	<u>2nd Character</u>	<u>3rd Character</u>
1 = Business	A = Multi-line	M = Measured
2 = Residence	B = Single line	F = Flat rated
3 = Government	C = Coin	
	D = Advanced services	
	I = ISDN BRI	
	K = ISDN PRI	

When the first character of the REQ TYP field is "B" or "C," the second character of TOS may NOT be "C" or "K."

When the first character of the REQ TYP field is "F," the third character of TOS may not be "F."

EXAMPLE: 

1	A	F
---	---	---

**36. SPEC - Service and Product Enhancement Code**

Identifies a specific product or service offering.

SPEC may be applicable for circuit level features and options other than those already identified by the Network Channel (NC) and Network Channel Interface (NCI) codes.

USAGE: This field is optional.

DATA CHARACTERISTICS: 5 alphanumeric characters minimum and 7 alphanumeric characters maximum.

VALID ENTRIES: Positions 1-7 = any alpha character except 'I' or any numeric character except '0.'  
Valid entries are based on BellSouth tariffs/practices.

EXAMPLE: 

B	D	I	T	5	A	B
---	---	---	---	---	---	---

**37. NC - Network Channel Code**

Identifies the network channel code for the circuit(s) involved. The network channel code describes the channel being requested.

USAGE: This field is conditional.

Required when the first position of the REQ TYP field is "A" or "B," otherwise optional.

DATA CHARACTERISTICS: 4 alphanumeric characters.

The first two alpha characters are the channel service code which identifies the channel service.

The third alphanumeric character identifies the type of conditioning required on the channel. If there is no conditioning required, this position is a hyphen.

The fourth alpha character indicates optional features, such as bridging. If no options are required, this position is a hyphen.

EXAMPLE: 

L	C	-	A
---	---	---	---

**38. NCI - Network Channel Interface Code**

Identifies the electrical conditions on the circuit at the ACTL/Primary Location.

USAGE: This field is conditional.

Required when the NC field is populated, otherwise prohibited.

DATA CHARACTERISTICS: A minimum of 5 and a maximum of 12 alphanumeric characters, where the:

1. First two numeric characters (positions 1 & 2) are required and represent the physical conductor, which describe the number of wires that traverse the point of termination (POT).
2. Next two alpha characters (positions 3 & 4) are required and identify signaling and/or transmission characteristics
3. Next alphanumeric character (position 5) is required and describes the impedance with which the customer/end fuser will terminate the channel for the purpose of evaluating transmission performance or to indicate if the circuit is fiber.
4. Next character (position 6) is a period (used as a delimiter).
5. Next three alphanumeric characters (positions 7, 8 & 9) describe the protocol options.
6. Next character (position 10) is a period (used as a delimiter).
7. Next alpha character (position 11) describes the transmission level to be received at the customer/end user interface from BellSouth.
8. Next alpha character (position 12) describes the transmission level to be transmitted from the customer/end user interface to BellSouth.

Allowable transmission level indicator codes which can be in field positions 11 and/or 12 are as follows. When there are no protocol options and the field format is compressed (field positions 6 & 7 are decimal delimiters), these transmission levels may be reflected in field positions 8 and/or 9.

A = -16.0	G = -10.0	N = -4.0	U = +2.0
B = -15.0	H = -9.0	P = -3.0	V = +3.0
C = -14.0	J = -8.0	Q = -2.0	W = +4.0
D = -13.0	K = -7.0	R = -1.0	X = +5.0
E = -12.0	L = -6.0	S = 0.0	Y = +6.0
F = -11.0	M = -5.0	T = +1.0	Z = +7.0

O (alpha) = No transmission in this direction

Blank or - = Default to recommend value per tech. pub

Transmission specifications may be described in BellSouth tariffs and/or in Technical Reference Publications.

Dashes are only allowed in the transmission level portion of this code to indicate a default value.

This field must also be compatible with the NC on the request.

Currently, two optional features are ordered through the specification of the NCI code set for the protocol options field. Sealing Current Conditioning is ordered as 'S' in the protocol options position and Selective Signaling Arrangement is ordered as 'R' in protocol options position.

EXAMPLES: 

0	4	Q	C	2	.	0	0	E				
---	---	---	---	---	---	---	---	---	--	--	--	--

This example indicates a central office termination (closed end of station) loop start circuit.

0	2	Q	A	2	.	1	0					
---	---	---	---	---	---	---	---	--	--	--	--	--

This example indicates service is multiplexed at the serving wire center, DSO local loop to end user.

0	2	Q	C	2	.	0	0	D				
---	---	---	---	---	---	---	---	---	--	--	--	--

This example indicates open end of loop start circuit at central office.

0	2	L	S	2	.							
---	---	---	---	---	---	--	--	--	--	--	--	--

This example indicates closed end of local loop at end user location.

0	4	Q	B	2	.	0	0					
---	---	---	---	---	---	---	---	--	--	--	--	--

This example indicates a MDF cross connect for resale.

### 39. CHANNEL - Channel Code

This field is **NOT APPLICABLE** for BellSouth.

**40. SECNCI - Secondary Network Channel Interface Code**

Identifies the electrical conditions on the circuit at the secondary ACTL or end use location.

USAGE: This field is conditional.

Required when the first position of the REQTYP field is "A" or "B," otherwise optional.

DATA CHARACTERISTICS: a minimum of 5 and a maximum of 12 alphanumeric characters, where the:

1. First two numeric characters (positions 1 & 2) are required and represent the physical conductors, which describe the number of wires that traverse the secondary ACTL or end user location.
2. Next two alpha characters (positions 3 & 4) are required and identify signaling and/or transmission characteristics
3. Next alphanumeric character (position 5) is required and describes the impedance with which the customer/end user will terminate the channel for the purpose of evaluating transmission performance or to indicate if the circuit is fiber.
4. Next character (position 6) is a period (used as a delimiter).
5. Next three alphanumeric characters (positions 7, 8 & 9) describe the protocol options.
6. Next character (position 10) is a period (used as a delimiter).
7. Next alpha character (position 11) describes the transmission level to be received at the customer/end user interface from BellSouth.
8. Next alpha character (position 12) describes the transmission level to be transmitted from the customer/end user interface to BellSouth.

Allowable transmission level indicator codes which can be in field positions 11 and/or 12 are as follows. When there are no protocol options and the field format is compressed (position 6 & 7 are decimal delimiters), these transmission levels may be reflected in position 8 and/or 9.

A = -16.0	G = -10.0	N = -4.0	U = +2.0
B = -15.0	H = -9.0	P = -3.0	V = +3.0
C = -14.0	J = -8.0	Q = -2.0	W = +4.0
D = -13.0	K = -7.0	R = -1.0	X = +5.0
E = -12.0	L = -6.0	S = 0.0	Y = +6.0
F = -11.0	M = -5.0	T = +1.0	Z = +7.0

O (alpha) = No transmission in this direction

Blank or - = Default to recommend value per tech. pub

Transmission specifications may be described in BellSouth tariffs and/or in Technical Reference Publications.

Dashes are only allowed in the transmission level portion of this code to indicate a default value.

A C. O. CENTREX is considered to be an end user location

Currently, two optional features are ordered through the specification of the SECNCI code set for protocol. Sealing Current Conditioning is ordered as 'S' and Selective Signaling Arrangement is ordered as 'R' in protocol.

EXAMPLES: 

0	2	L	0	2											
---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--

This example indicates an open end of a loop start circuit at end user location.

0	2	L	S	2											
---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--

This example indicates closed end of a loop start circuit at end user location.

**41. RPON - Related Purchase Order Number**

Identifies the PON of a related Service Request. The RPON field may be used for relating connect and disconnect service requests, or multiple requests for the same location and due date.

USAGE: This field is conditional.

DATA CHARACTERISTICS: 16 alphanumeric characters.

EXAMPLE: 

8	2	4	Z	9											
---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--

**42. RORD - Related Order Number**

Identifies a related order number.

USAGE: This field is conditional.

Required when the provider has pre-assigned a related order number, otherwise prohibited.

DATA CHARACTERISTICS: 17 alphanumeric characters.

EXAMPLE: 

C	4	5	6	8	9	5										
---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--

**\*\* TSP - Telecommunications Service Priority**

This data element has been deleted in Version 2 forms.

**\*\* SAN - Subscriber Authorization Number**

This data element has been deleted in Version 2 forms.

**43. LSP AUTH - Local Service Provider Authorization**

Indicates the company code of the Local Service Provider that is providing existing service and has authorized the change to a new service provider.

USAGE: This field is optional.

DATA CHARACTERISTICS: 4 alphanumeric characters.

VALID ENTRIES: A four alpha character code structure for Exchange Carriers in North America maintained by Bellcore.

A four alphanumeric character code structure available for all Exchange Carriers in North America and certain U. S. territories maintained by NECA.

EXAMPLE: 

E	B	7	5
---	---	---	---

**44. LSP AUTH DATE - Local Service Provider Authorization Date**

Identifies the date that appears on the LSP authorization previously provided to the new service provider.

USAGE: This field is conditional.

Required when LSP AUTH field is populated, otherwise optional.

DATA CHARACTERISTICS: 10 alphanumeric characters. (including 2 hyphens)

VALID ENTRIES:

<u>Position of Character</u>	<u>Definition</u>
Positions 1 and 2	= Two Digit Month (01-12)
Position 3	= Always a Hyphen
Positions 4 and 5	= Two Digit Day (01-31)
Position 6	= Always a Hyphen
Positions 7 and 8	= Two Digit Century (00-99)
Positions 9 and 10	= Two Digit Year (00-99)

EXAMPLE: 

0	5	-	1	2	-	1	9	9	6
---	---	---	---	---	---	---	---	---	---

**45. LSP AUTH NAME - Local Service Provider Authorization Name**

Identifies the name of the person who signed the authorization letter.

USAGE: This field is conditional.

Required when LSP AUTH field is populated, otherwise optional.

DATA CHARACTERISTICS: 15 alphanumeric characters.

EXAMPLE: 

J	A	N	E		S	M	I	T	H					
---	---	---	---	--	---	---	---	---	---	--	--	--	--	--

**46. CIC - Carrier Identification Code**

Identifies the numeric code of the initiating local service provider.

This code is identical to the CIC code specified on local interconnection trunks. It is separate and distinct from the ACNA, CCNA, and CC codes.

USAGE: This field is conditional.

Required when the 1st character of REQTYP is "A," "B" or "C" or "F."

DATA CHARACTERISTICS: 4 numeric characters.

EXAMPLE: 

5	1	2	4
---	---	---	---

**47. CUST - Customer Name**

Identifies the name of the customer that originated this request when that customer has not been assigned a CCNA.

USAGE: This field is conditional.

Required when the CCNA field is "CUS."

Required when the first position of the REQTYP field is "A" or "B," otherwise optional.

DATA CHARACTERISTICS: 25 alphanumeric characters.

EXAMPLE:

J	O	H	N		J		S	M	I	T	H		C	O	R	P									
---	---	---	---	--	---	--	---	---	---	---	---	--	---	---	---	---	--	--	--	--	--	--	--	--	--

**48. B11 - Billing Account Number Identifier 1**

Identifies the service type of the Billing Account Number (BAN).

USAGE: This field is conditional.

Required when more than one BAN field ( i.e., BAN1 and BAN2) is populated, otherwise optional.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES: D = Directory Listings  
L = Loop  
N = Number Portability (NP)  
P = Port  
R = Resale  
W = Loop with NP

EXAMPLE: 

L
---

**49. BAN1 - Billing Account Number 1**

Identifies the billing account to which the recurring and non-recurring charges for this request will be billed.

The BAN entry appearing on this form must be for the provider identified in the St. field.

When entering the BAN, the three digit customer code following the billing number must also be entered.

USAGE: This field is required.

DATA CHARACTERISTICS: 13 alphanumeric characters.

VALID ENTRIES: Valid Billing Account Number  
N = New Billing Account Number Requested

If the customer wishes to have a new billing account number for this order, enter "N" in this field. The new billing account number will appear on the bill and the Confirmation Notice.

EXAMPLE: 

2	0	1	9	8	1	3	5	8	7	1	2	3
---	---	---	---	---	---	---	---	---	---	---	---	---

**50. BI2 - Billing Account Number Identifier 2**

Identifies the service type of the Billing Account Number (BAN).

USAGE: This field is conditional.

Required when more than one BAN field ( i.e., BAN1 and BAN2) is populated, otherwise optional.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES: D = Directory Listings  
L = Loop  
N = Number Portability (NP)  
P = Port  
R = Resale  
W = Loop with NP

EXAMPLE: L

**51. BAN2 - Billing Account Number 2**

Identifies the billing account to which the recurring and non-recurring charges for this request will be billed.

The BAN entry appearing on this form must be for the provider identified in the SC field.

USAGE: This field is conditional.

Required when the BI2 field is populated, otherwise prohibited.

DATA CHARACTERISTICS: 13 alphanumeric characters.

VALID ENTRIES: Valid Billing Account Number  
N = New Billing Account Number Requested

If the customer wishes to have a new billing account number for this order, enter "N" in this field. The new billing account number will appear on the bill and the Confirmation Notice.

EXAMPLE: 

2	0	1	9	8	1	3	5	8	7	1	2	3
---	---	---	---	---	---	---	---	---	---	---	---	---

**52. ACNA - Access Customer Name Abbreviation**

Identifies the COMMON LANGUAGE code of the customer to which the bill is to be rendered.

This code is assigned and provided by Bellcore.

If a CLEC does not have an ACNA, enter "CUS" in this field.

USAGE: This field is conditional.

Required when REQTYP is "A" or "B."

DATA CHARACTERISTICS: 3 alpha characters.

EXAMPLE: 

C	U	S
---	---	---

**53. EBD - Effective Bill Date**

Identifies the effective date to cease billing when the billing date is different from the disconnect desired due date and is on a non-business day. The DDD or DDDO would be populated with the next business date.

USAGE: This field is optional.

This field can only be used on disconnect activity for Resale or Port orders.

DATA CHARACTERISTICS: 10 alphanumeric characters. (including 2 hyphens)

VALID ENTRIES:	<u>Position of Character</u>	=	<u>Definition</u>
	Positions 1 and 2	=	Two Digit Month (01-12)
	Position 3	=	Always a Hyphen
	Positions 4 and 5	=	Two Digit Day (01-31)
	Position 6	=	Always a Hyphen
	Positions 7 and 8	=	Two Digit Century (00-99)
	Positions 9 and 10	=	Two Digit Year (00-99)

EXAMPLE: 

0	4	-	0	2	-	1	9	9	7
---	---	---	---	---	---	---	---	---	---

**54. BILLNM - Billing Name**

Identifies the CLEC to whom the bill will be sent.

USAGE: This field is conditional.

Required when the BAN (i.e., BAN1 or BAN2) field is "N," otherwise optional.

DATA CHARACTERISTICS: 20 alphanumeric characters.

EXAMPLE: 

X	Y	Z		C	O	R	P	O	R	A	T	I	O	N					
---	---	---	--	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--

**55. SBILLNM - Secondary Billing Name**

Identifies the name of a department or group within the designated BILLNM entry.

USAGE: This field is optional.

DATA CHARACTERISTICS: 20 alphanumeric characters.

EXAMPLE: 

A	C	C	O	U	N	T	S		R	E	C	E	I	V	A	B	L	E	
---	---	---	---	---	---	---	---	--	---	---	---	---	---	---	---	---	---	---	--

**56. TE - Tax Exemption**

Indicates that the customer has submitted a tax exemption certificate to BellSouth.

USAGE: This field is required.

DATA CHARACTERISTICS: 1 alpha character.

VALID ENTRIES: Entry      Exempt Status  
                          L      Letter on File  
                          N      Non Exempt

EXAMPLE: [ L ]

**57. EBP - Extended Billing Plan**

Identifies the request for establishing or removing installment billing of non-recurring charges that may be offered by a provider.

USAGE: This field is **NOT APPLICABLE** in BellSouth.

**58. STREET - Street Address**

Identifies the street of the billing address associated with the billing name.

USAGE: This field is conditional.

Required when the BAN (i.e., BAN1 or BAN2) field is "N," otherwise optional.

DATA CHARACTERISTICS: 20 alphanumeric characters.

EXAMPLE: [ 1 | 2 | 5 | | E | | M | A | I | N | | S | T | R | E | E | T | | | | ]

**59. FLOOR**

Identifies the floor for the billing address associated with the billing name.

USAGE: This field is optional.

DATA CHARACTERISTICS: 3 alphanumeric characters.

EXAMPLE: [ 3 | 2 | | ]

**60. ROOM**

Identifies the room for the billing address associated with the billing name.

USAGE: This field is optional.

DATA CHARACTERISTICS: 6 alphanumeric characters.

EXAMPLE: 

1	K	1	5	1	A
---	---	---	---	---	---

**61. CITY**

Identifies the city, village, township, etc. of the billing address associated with the billing name.

USAGE: This field is conditional.

Required when the BAN (i.e., BAN1 or BAN2) field is "N," otherwise optional.

DATA CHARACTERISTICS: 11 alphanumeric characters.

EXAMPLE: 

L	I	V	I	N	G	S	T	O	N	
---	---	---	---	---	---	---	---	---	---	--

**62. STATE - State**

Identifies the two character postal code for the state of the billing address associated with the billing name.

USAGE: This field is conditional.

Required when the BAN (i.e., BAN1 or BAN2) field is "N," otherwise optional.

DATA CHARACTERISTICS: 2 alpha characters.

EXAMPLE: 

N	J
---	---

**63. ZIP CODE**

Identifies the zip code or postal code of the billing address associated with the billing name.

USAGE: This field is conditional.

Required when the BAN (i.e., BAN1 or BAN2) field is "N," otherwise optional.

DATA CHARACTERISTICS: 5 alphanumeric characters.

EXAMPLE: 

0	7	0	3	9					
---	---	---	---	---	--	--	--	--	--

**64. BILLCON - Billing Contact**

Identifies the name of the person or office to be contacted on billing matters.

USAGE: This field is conditional.

Required when the BAN (i.e., BAN1 or BAN2) field is "N," otherwise optional.

DATA CHARACTERISTICS: 15 alphanumeric characters.

EXAMPLE: 

J	A	N	E		T	D	O	E						
---	---	---	---	--	---	---	---	---	--	--	--	--	--	--

**65. TEL NO - Telephone Number**

Identifies the telephone number of the billing contact.

USAGE: This field is conditional.

Required when the BAN (i.e., BAN1 or BAN2) field is "N," otherwise optional.

DATA CHARACTERISTICS: 17 numeric characters. (including 3 preprinted hyphens)

EXAMPLE: 

2	0	1	-	5	5	5	-	3	4	0	0	-	2	2	2	
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	--

**66. VTA - Variable Term Agreement**

Identifies the duration, identifying USOC, contract date or contract identification number of any variable term agreement that may be offered by a provider.

USAGE: This field is optional.

DATA CHARACTERISTICS: 17 alphanumeric characters.

EXAMPLES: 

3	6															
V	T	P	P	P												
0	8	2	0	8	9											
C	1	2	3	4	5											
3	6	1	0	9	1	4	8	9	B	L	K	H	0	0	0	1

**67. INIT - Initiator Identification**

Identifies the CLEC's representative who originated this request. This is the person who should be contacted if there are any questions regarding this request. Any authorizations of charges or changes are the responsibility of this person.

USAGE: This field is required.

DATA CHARACTERISTICS: 15 alphanumeric characters.

EXAMPLE: 

J	O	H	N		S	M	I	T	H					
---	---	---	---	--	---	---	---	---	---	--	--	--	--	--

**68. TEL NO - Telephone Number**

Identifies the telephone number of the initiator.

USAGE: This field is required.

DATA CHARACTERISTICS: 17 numeric characters. (including 3 preprinted hyphens)

EXAMPLE: 

2	0	1	-	9	8	1	-	3	5	0	0	.	2	6	2
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

**69. EMAIL - Electronic Mail Address**

Identifies the electronic mail address of the initiator.

USAGE: This field is **NOT APPLICABLE** in BellSouth.

**70. FAX NO - Facsimile Number**

Identifies the fax number of the initiator.

USAGE: This field is optional.

DATA CHARACTERISTICS: 12 numeric characters. (including 2 preprinted hyphens)

EXAMPLE: 

9	0	8	-	3	3	6	-	2	9	8	0
---	---	---	---	---	---	---	---	---	---	---	---

**71. STREET - Initiator Street Address**

Identifies the initiator's street address.

USAGE: This field is required.

DATA CHARACTERISTICS: 25 alphanumeric characters.

EXAMPLE: 

1	3	2		E		M	A	I	N		S	T	R	E	E	T										
---	---	---	--	---	--	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--

**72. FLOOR**

Identifies the floor of the initiator's address.

USAGE: This field is optional.

DATA CHARACTERISTICS: 3 alphanumeric characters.

EXAMPLE: 

3	2	
---	---	--

**73. ROOM/MAIL STOP**

Identifies the room or mail stop of the initiator's address.

USAGE: This field is optional.

DATA CHARACTERISTICS: 10 alphanumeric characters.

EXAMPLE: 

1	K	1	5	1	A				
---	---	---	---	---	---	--	--	--	--

**74. CITY**

Identifies the city, village, township, etc. of the initiator's address.

USAGE: This field is required.

DATA CHARACTERISTICS: 25 alpha characters.

EXAMPLE: 

P	I	S	C	A	T	A	W	A	Y																	
---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**75. STATE - State**

Identifies the two character postal code for the state of the initiator's address.

USAGE: This field is required.

DATA CHARACTERISTICS: 2 alphanumeric characters.

EXAMPLE: 

N	J
---	---

**76. ZIP CODE**

Identifies the zip code or postal code of the initiator's address.

USAGE: This field is required.

DATA CHARACTERISTICS: 5 alphanumeric characters.

EXAMPLE: 

0	8	8	5	4					
---	---	---	---	---	--	--	--	--	--

**77. IMPCON - Implementation Contact**

Identifies the CLEC representative or office responsible for control of installation and completion.

During installation, this is the CLEC contact who will be contacted by BellSouth's technician when the end user requests activity other than that ordered by the CLEC (i.e., wants the circuit terminated in a room other than designated on the order or requests additional wiring/jacks).

To facilitate the ordering process, the identification of the company may be included with the representative's name as shown below in the example.

This is the contact to be used for completions, acceptance testing and other such related installation activity unless otherwise specified by BellSouth/CLEC negotiations.

USAGE: This field is conditional.

Required when ACT is "A," "M," "T," "V" or "W," otherwise optional.

DATA CHARACTERISTICS: 15 alphanumeric characters.

EXAMPLE: 

J	O	H	N		S	M	I	T	H		S	P	C	
---	---	---	---	--	---	---	---	---	---	--	---	---	---	--