

INSTRUCTIONS FOR ANNUAL REPORT (FORM O)

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GENERAL INSTRUCTIONS FOR FORM O

Annual Report Form O asks for information the Commission needs to carry out Oregon's laws. Most of the information is needed to process the annual access filings, and you are required to provide the information (ORS 756.070 through 756.125 and ORS 759.220 and 759.225). Each telecommunications cooperative, association, and utility must submit a completed Form O to the Commission by 5:00 p.m. Pacific Time on April 1, 2009 (OARs 860-027-0070, 860-034-0395, and 860-034-0750).

Some companies are exempt from filing specific schedules, as identified in the detailed instructions. See Classification of Companies, if you have questions about your company's designation.

All schedules are available using Excel. See the specific instructions for more information. The following instructions also apply:

1. Unless otherwise stated, Form O requests information from accounts and other records as prescribed in the Uniform System of Accounts (OARs 860-027-0050, 860-034-0393 & 860-034-0730).
2. When you use the prescribed format to complete and submit Form O, you will also meet the annual filing requirements, as applicable, for Form L for Local Exchange Carriers (Order 98-506 and OAR 860-036-0060), Form C for Competitive Providers (OAR 860-032-0060), and Transactions with Affiliated and Nonregulated Operations (OARs 860-027-0100 and 860-034-0396).
3. Include the responding company's name and the year covered by this report at the top of each page.
4. Round all financial schedules consistently. Show dollar amounts as accrued unless otherwise indicated in specific instructions.
5. If you use *OPUC-O.XLS*, do **not** insert rows, delete columns, or overwrite or change any formulas, unless otherwise indicated in the specific instructions.
6. Answer each question completely. Use "none," "not applicable," or zero (0) as appropriate.
7. If a schedule needs explaining, add a note as needed.
8. Insert additional pages as needed.
9. Organize the schedules according to the index.

Information Marked as Confidential or Proprietary

All information in Form O is public record under ORS 192.410-505 and OAR 860-032-0070 except as noted on Schedules S-2, CP, and LEC. Access to confidential or proprietary information shall be limited (OAR 860-032-0070).

Any other information you mark as confidential will be treated as public record, unless you have first written to the Commission with a request for an exemption to release specific documents as provided by the Public Records Law, provided any and all support for your request, and the Commission has approved your request for an exemption for the specific documents.

Filing

You must submit a completed Form O by 5:00 p.m. Pacific Time on April 1, 2009 (OARs 860-027-0070, 860-034-0393, and 860-034-0750). If you cannot meet the deadline, contact John Tatom at 503-373-7133 by March 16, 2009.

Return the following completed copies:

- If you do *not* use the Excel file, return two completed and signed paper copies of Form O.
- If you use the Excel file, **send the completed data file** and one completed, signed paper copy. You may send the data file to John Tatom at john.tatom@state.or.us or by regular mail. For the mailing contact and address, see the last page of the annual report.

Substitutions

Substitutions are not generally acceptable (OARs 860-027-0050, 860-034-0395, and 860-034-0750). Schedules from annual reports to stockholders, cooperative members, Federal Communications Commission (FCC), and Rural Utilities Service (RUS) do not provide enough information to process the annual access charge and other tariff filings.

CLASSIFICATION OF COMPANIES

While most schedules require the same information from all telecommunications utilities and cooperatives (incumbent local exchange carriers or ILECs), there are some reporting differences as noted in the specific instructions. The instructions use the following terms to classify the companies when there are differences:

Cooperatives and associations that are subject to ORS 759.220: *Beaver Creek* Cooperative Telephone Company, *Canby* Telephone Association; *Clear Creek* Mutual Telephone Company; *Colton* Telephone Company; *Gervais* Telephone Company; *Molalla* Telephone Company; *Monitor* Cooperative Telephone Company; *Pioneer* Telephone Cooperative; *Scio* Mutual Telephone Company; *St. Paul* Cooperative Telephone Association; and *Stayton* Cooperative Telephone Company, Inc.

Small utilities with less than 50,000 access line subscribers in Oregon and partially exempt from regulation under ORS 759.040: *Asotin* Telephone Company; *Cascade* Utilities, Inc.; *Citizens* Telecommunications Company of Oregon; *Eagle* Telephone System, Inc.; *Helix* Telephone Company; *Home* Telephone Company; *Malheur* Home Telephone Company; *Midvale* Telephone Exchange, Inc.; *Monroe* Telephone Company; *Mt. Angel* Telephone Company; *Nehalem* Telephone & Telegraph Company; *North-State* Telephone Company; *Oregon* Telephone Corporation; *Oregon-Idaho* Utilities, Inc.; *Peoples* Telephone Company; *Pine* Telephone System, Inc.; *Roome* Telecommunications; and *Trans-Cascades* Telephone Company.

Large utilities with 50,000 or more access line subscribers in Oregon and affiliated groups of telecommunications utilities that are not partially exempt from regulation under ORS 759.040: *CenturyTel* of Eastern Oregon, Inc.; *CenturyTel* of Oregon, Inc.; *Qwest* Corporation; *United* Telephone Company of the Northwest (dba Embarq); and *Verizon* Northwest Inc.

Multi-state utilities: *Asotin* Telephone Company; *Midvale* Telephone Exchange; *Qwest* Corporation; *United* Telephone Company of the Northwest (dba *Embarq*); and *Verizon* Northwest Inc.¹

Cost companies perform jurisdictional cost separation studies, whereas **average schedule** companies do not.

Qwest Corporation elected to be subject to **price cap regulation** under ORS 759.405.

Verizon Northwest Inc. is subject to **unbundling requirements** under docket UM 351.

Companies that do not participate in annual access charge filings or **are not OCAF pool participants:** *Malheur* Home Telephone Company; *Qwest* Corporation; *United* Telephone Company of the Northwest (dba *Embarq*); and *Verizon* Northwest Inc.

Incumbent local exchange carriers with **competitive local exchange carrier (CLEC)** unregulated telecommunications operations: *Beaver Creek* Cooperative Telephone Company; *Citizens* Telecommunications Company of Oregon; *Eagle* Telephone System, Inc.; *Gervais* Telephone Company; *Molalla* Telephone Company; *Monroe* Telephone Company; *Qwest* Corporation; *St. Paul* Cooperative Telephone Association; and *Verizon* Northwest Inc.

Incumbent local exchange carriers with **competitive provider** operations: *Canby* Telephone Association; *CenturyTel* of Oregon, Inc.; *Citizens* Telecommunications Company of Oregon; *Pioneer* Telephone Cooperative; *Qwest* Corporation; *United* Telephone Company of the Northwest (dba *Embarq*); and *Verizon* Northwest Inc.

INSTRUCTIONS FOR USING *OPUC-O.XLS*

Contents of *OPUC-O.XLS*

Each schedule displays its Excel worksheet (tab) name in the lower left corner. *OPUC-O.XLS* contains the schedules as follows:

¹ *Oregon-Idaho Utilities* primarily serves Oregon and has been allowed to submit the single-state forms.

Tab Schedules

c	Annual Report Cover
x	Table of Contents
a1	A-1, General Information
a2a3 ...	A-2, Important Changes During the Year
a2a3 ...	A-3, Stockholders
b1	B-1, Balance Sheet
b2	B-2, Analysis of Depreciation and Amortization
b3	B-3, Analysis of Charges Related to Plant Retired
b4	B-4, Long-Term Debt
i1i2	I-1, Income Statement
i1i2	I-2, Full-Time Employees
i3	I-3, Compensation of Directors, Officers, and Managers
i4	I-4, Operating Taxes Other Than Federal Income Tax
i6	I-6, Reconciliation of Reported Net Income With Taxable Income for Federal Income Tax
i7	I-7, Reconciliation of Reported Net Income With Taxable Income for Oregon State Excise (Income) Tax
i8	I-8, Transactions with Affiliated & Nonregulated Operations
s1	S-1, Switches and Access Lines in Service
s2	S-2, Minutes of Use
cp	CP, Competitive Provider Operations
lec	LEC, Local Exchange Carrier Operations
ob1	Ob-1, Oregon Rate Base
ob2	Ob-2, Analysis of Oregon Depreciation and Amortization
ob3	Ob-3, Analysis of Charges Related to Oregon Plant Retired
oi1oi2..	Oi-1, Oregon Income Statement
oi1oi2..	Oi-2, Full-Time Employees in Oregon
oi4	Oi-4, Oregon Operating Taxes Other Than Fed. Income Tax
os1	Os-1, Oregon Switches and Access Lines in Service
p	For Commission Use Only

Rounding the Dollars in OPUC-O.XLS

For most companies, *OPUC-O.XLS* displays whole dollar amounts, and you may drop the cents.²

For Qwest, United, and Verizon, staff has formatted *OPUC-O.XLS* to display dollars rounded to thousands. Please enter the hundreds after a decimal; for example, enter \$123,456.78 as 123.457 or 123.45678. You may drop the cents, but *do not omit hundreds*.

Reformatting Schedules or Ranges in OPUC-O.XLS

You may add new worksheets to duplicate Schedules LEC and CP, if needed. Commission staff uses named ranges to transfer data from the schedules, so do not add, delete, or hide any worksheets, and do not reformat the worksheets, unless otherwise indicated in the specific instructions. Also, do NOT change any formulas.

Printing OPUC-O.XLS

OPUC-O.XLS is formatted to print worksheets from an HP laser printer. If you have trouble printing, change each worksheet's print margins.

INSTRUCTIONS FOR SPECIFIC SCHEDULES

Cover

You may substitute a completed printout from OPUC-O.XLS(C).

1. Enter company's full legal name and year covered by the report.
2. If you use *OPUC-O.XLS*, the company's name and the year covered by the report will be copied to all schedules when you:

² If you prefer to show thousands of dollars, change the heading on each page except Schedule I-3 to "1. Dollars are (X) in thousands (L) whole; other amounts are whole." If you use *OPUC-O.XLS*, also change the number format for each worksheet except Schedule I-3 as follows:

(a) Go to the range named "ROUNDING" (cell B4 of worksheet "b1") and edit the label. When you calculate, the headings on all other financial schedules will change except Schedule I-3, Compensation.

(b) From Excel's command menu in any worksheet, choose: Format, Style, Normal, Modify, Number, Decimal Places 3, and enter. If that does not work for all cells in all financial worksheets except Schedule I-3, highlight the desired cells and choose Format, Cells, Number, Decimal Places 3, and enter.

- a. Go to the range "NAME" (cell C8 in worksheet "c") and enter the company's name.
- b. Go to the range "YEAR" (cell L4 in worksheet "p") and enter the year of the report as a label (a word). Errors may appear if you enter the year as a value (a number). Calculate.

Table of Contents

You may substitute a printout from OPUC-O.XLS(x).

This page does not require any data entry.

A-1. General Information

You may substitute a completed printout from OPUC-O.XLS(A1).

1. "Not available" and schedules from other reports are unacceptable.
2. Identify yourself by providing:
 - a. The exact legal name and assumed business name(s). Use the word "The," "Company," or "Co." only when it is part of the legal corporate name.
 - b. The name of the person for the Commission to contact. Include the person's title, mailing address, telephone numbers, and electronic mail address.
3. Indicate whether you publish other annual reports. If so, send copies. If you use *OPUC-O.XLS*, overwrite each appropriate box () with a small "x."
4. Date and sign the form after you complete the report.
5. Include your printed or typed name and title.

A-2. Important Changes During the Year

You may substitute a completed printout from OPUC-O.XLS(A2A3).

1. A cooperative may mark "not required." If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."
2. A utility:
 - a. Must answer the questions as indicated on the schedule.
 - b. May substitute a copy of another report, such as Annual Report to Stockholders, SEC Form 10K, or ARMIS Tables, if the other report provides the same information as Schedule A-2.
 - c. May add rows as needed if you use *OPUC-O.XLS*.

A-3. Stockholders

You may substitute a completed printout from OPUC-O.XLS(A2A3).

1. A cooperative may mark "not required." If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."
2. A utility:
 - a. Must compile this information as of the end of the year. However, if you compiled similar information for another purpose during the year for which the report is made, use the latest compilation. Provide the date of the compilation.
 - b. Must provide the class of stock, name, and number of shares owned by each significant stockholder. The cumulative total should be at least 80 percent of the total outstanding shares. You may show remaining shares as "owned by others."
 - c. May substitute a copy from another report, if the other report provides the same information as Schedule A-3.
 - d. May add rows as needed if you use *OPUC-O.XLS*.

B-1. Balance Sheet

You may substitute a completed printout from OPUC-O.XLS(B1). A multi-state utility may also substitute a completed printout from OPUC-O.XLS(OB1).

1. "Not available" and schedules from other reports are unacceptable.³
2. If you use accounts that are not specifically identified on the schedule, use the FCC Part 32 summary account. For example, if you use accounts 2681 and 2682, report the amounts in account 2680.
3. Do **not** insert any rows into *OPUC-O.XLS(B1)*.
4. Complete Columns (b) through (f) for telecommunications plant in service. Explain any transfers or other amounts in Column (f) in footnotes.
5. Complete Columns (b) and (c) for inventories, telecommunications plant adjustment, accumulated depreciation, accumulated amortization, deferred taxes, other deferred charges, and Com-

mission-basis net plant.

6. Complete Column (b) for other accounts. Shading shows the beginning balances you do not need to complete.
7. Retained Earnings on the Balance Sheet must equal the amount in the Retained Earnings detail.
8. Net Income in the Retained Earnings detail must equal the amount on the last line of Schedule I-1, Income Statement.
9. A multi-state utility must also complete Schedule Ob-1, Oregon Rate Base.

B-2. Analysis of Depreciation and Amortization

You may substitute a completed printout from OPUC-O.XLS(B2). A multi-state utility may also substitute a completed printout from OPUC-O.XLS(OB2).

1. An average schedule company or utility that elected price cap regulation under ORS 759.405 may mark "not required." If you use *OPUC-O.XLS*, overwrite appropriate box () with a small "x."
2. For other utilities and cooperatives:
 - a. "Not available" and schedules from other reports are unacceptable.
 - b. In Columns (b) and (g), respectively, report beginning and ending balances for each line item.
 - c. In Column (c), enter credits to accumulated depreciation as a result of charges to depreciation or amortization expense accounts.
 - d. In Column (d), enter other credits to the accumulated reserves. Explain the credits in footnotes.
 - e. In Column (e), report debits to accumulated depreciation or plant retired. A large utility must also provide supporting data on Schedule B-3.
 - f. In Column (f), enter total other debits to accumulated reserves.
 - g. In Column (h), enter the composite depreciation rates.
 - h. A multi-state utility must also complete Schedule Ob-2, Analysis of Oregon Depreciation.

³ A utility that elected price cap regulation under ORS 759.405 may substitute pages from other reports, if the other reports provide the requested information.

B-3. Analysis of Charges Related to Plant Retired

You may substitute a completed printout from OPUC-O.XLS(B3) A multi-state utility may also substitute a completed printout from OPUC-O.XLS(OB3).

1. An average schedule company or utility that elected price cap regulation under ORS 759.405 may mark "not required." If you use *OPUC-O.XLS*, overwrite appropriate box (□) with a small "x."
2. For other utilities and cooperatives:
 - a. Provide book cost, cost of removal, salvage and insurance, miscellaneous adjustments, and net charges to depreciation, in support of Schedule B-3, Column (e). You may not substitute schedules from other reports.
 - b. A multi-state utility must also complete Schedule Ob-3, Analysis of Charges Related to Oregon Plant Retired.

B-4. Long-Term Debt

You may substitute a completed printout from OPUC-O.XLS(B4).

1. An average schedule company or utility that elected price cap regulation under ORS 759.405 may mark "not required." If you use *OPUC-O.XLS*, overwrite appropriate box (□) with a small "x."
2. Other utilities and cooperatives:
 - a. May substitute a copy from another report, if the other report provides the same information as Schedule B-4.
 - b. In Column (a), describe long-term obligations, including those maturing in the coming year.
 - c. In Column (b), provide dollar amounts at the end of year.
 - d. In Column (c), provide the interest rates shown on debt instruments.
 - e. In Column (d), show dollars of interest recorded during year.
 - f. May add rows as needed, if you use *OPUC-O.XLS*.

I-1. Income Statement

You may substitute a completed printout from OPUC-O.XLS(I1I2). A multi-state utility may also substitute a completed printout from OPUC-O.XLS(OI1-2).

1. "Not available" and schedules from other reports are unacceptable.⁴
2. Provide the total amounts accrued during the year.

⁴ A utility that elected price cap regulation under ORS 759.405 may substitute pages from other reports, if the other reports provide the requested information.

3. If you use accounts that are not specifically identified on the schedule, use the FCC Part 32 summary account. For example, if you use accounts 7410 through 7450, report the amounts as account 7400.
4. Do **not** insert any rows into *OPUC-O.XLS(I1I2)*.
5. For Interstate and Foreign Revenues Included in Operating Revenues, include interstate and international revenues as jurisdictionally assigned. Such revenues include billing and collection and exclude preemptively deregulated services.
6. For universal service fund (USF) collections, contributions, and distributions:
 - a. Account 5070: Report distributions (monies you received) from Oregon USF.
 - a. Account 5081.2: Report Federal USF monies you collected from customers.
 - b. Account 5081.3: Report Oregon USF monies you collected from customers.
 - c. Account 5081.4: Report distributions (monies you received) from Federal USF.
 - d. Account 6550.1: Report monies you paid to Federal USF.
 - e. Account 6550.2: Report monies you paid to Oregon USF.
7. A multi-state utility must also complete Schedule Oi-1, Oregon Income Statement.

I-2. Full-Time Employees

You may substitute a completed printout from OPUC-O.XLS(I1I2). A multi-state utility may also substitute a completed printout from OPUC-O.XLS(OI1-2).

1. Schedules from other reports are not acceptable.⁴
2. Provide numbers of full-time management and nonmanagement employees at the end of the year (regulated activities only). "None," "zero," and "not applicable" are not acceptable. Allocate employees from or paid by affiliates, if needed, and provide a note explaining the allocation.
3. A multi-state utility must also complete Schedule Oi-2, Full-Time Employees in Oregon.
4. Form Oi-2: Of the total Oregon employees reported on line 3, report the number of employees who work for both regulated and non-regulated activities on line 4.

I-3. Compensation of Directors, Officers, and Managers

You may substitute a completed printout from OPUC-O.XLS(I3).

1. Schedules from other reports are not acceptable, unless you have received prior authorization from the Commission.
2. "Not available" and "paid by an affiliate" are not acceptable.
3. The minimum reporting requirements are:
 - a. A cooperative or small utility must list owners, officers, directors, and managers whom you or an affiliate paid more than \$25,000 during the year and charged any portion thereof to Oregon operations. You must also list family members of the owners, officers, directors, and managers whom you paid more than \$25,000 during the year and charged any portion thereof to Oregon operations.
 - b. A large utility must list the same or equivalent positions as those shown in the Annual Budget of Expenditures for the year. If positions were added or eliminated during the year, briefly describe the changes on the schedule and show the actual amounts paid for each position during the year.
4. In Column (a), report name and title or department of each person described in Instruction (3) above. If a person in any position changed during the year, show the name and total remuneration of the previous incumbent and date the change occurred.
5. In Columns (b) through (f), provide data requested on the form.
6. In Column (g), report total compensation paid by all affiliated companies. Include salaries, insurance, pensions, and other compensation.
7. In Column (h), report the total compensation paid by you and your affiliates.
8. In Column (i), report the total compensation charged to Oregon operating accounts during the year.
9. Use additional pages, or if you use *OPUC-O.XLS*, add rows as needed.

I-4. Operating Taxes Other Than Federal Income Tax

You may substitute a completed printout from OPUC-O.XLS(I4). A multi-state utility may also substitute a completed printout from OPUC-O.XLS(OI4).

1. If you meet a criterion on the form, you may mark "not required." If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."

2. Other utilities and cooperatives must:

- a. Report other operating taxes as indicated on the schedule. Privilege taxes, fees, franchise fees, gross receipts franchise fees or taxes, and other assessments are defined in OARs 860-022-0042, 860-022-0045, and 860-034-0340.
- b. "Not available" and schedules from other reports are not acceptable.
- c. A multi-state cost company must also complete Schedule Oi-4, Oregon Operating Taxes Other Than Federal Income Tax.

I-5. Not Used

I-6. Reconciliation of Reported Net Income With Taxable Income for Federal Income Tax

You may substitute a completed printout from OPUC-O.XLS(I6).

1. If you meet a criterion on the form, you may mark "not required." If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."
2. Other utilities and cooperatives must:
 - a. Submit the reconciliation even if you had no taxable income for the year.
 - b. "Not available" is not acceptable. If the federal tax information is not currently available, explain the delay, specify the date you will submit a completed schedule, and mark the box at the bottom of the form. If you use *OPUC-O.XLS*, overwrite the box () with a small "x."
 - c. Reconcile the reported current year's net income with the taxable income used to compute the federal tax accruals. Show computations and clearly identify reconciling amounts. Use additional pages as needed. If you use *OPUC-O.XLS*, add rows as needed.
 - d. If you are a member of a group that files a consolidated tax return, reconcile the reported net income with taxable net income as if you filed a separate return. Indicate intercompany amounts eliminated in the consolidated return. Identify group members, taxes assigned to each member and the bases of the allocations, assignments, or sharing of consolidated

taxes among members. You may attach a copy of another report or tax return, if the report provides the reconciliation.

- e. Show the Oregon operating amounts in Column (c).
- f. Show nonregulated and nonoperating amounts in Column (d).

I-7. Reconciliation of Reported Net Income With Taxable Income for Oregon State Excise (Income) Tax

You may substitute a completed printout from OPUC-O.XLS(I7).

- 1. If you meet a criterion on the form, you may mark "not required." If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."
- 2. Other utilities and cooperatives must:
 - a. Submit the reconciliation even if you had no taxable income for the year.
 - b. "Not available" is not acceptable. If the Oregon tax information is not currently available, explain the delay, specify the date you will submit a completed schedule, and mark the box at the bottom of the form. If you use *OPUC-O.XLS*, overwrite the box () with a small "x."
 - c. Reconcile the reported current year's net income with taxable income used to compute the Oregon excise (income) tax accruals. Show computations and clearly identify reconciling amounts. Use additional pages, or if you use *OPUC-O.XLS*, add rows as needed.
 - d. If you are a member of a group that files a consolidated tax return, reconcile the reported net income with taxable net income as if you filed a separate return. Indicate intercompany amounts eliminated in the consolidated return. Identify group members, taxes assigned to each member and the bases of the allocations, assignments, or sharing of consolidated taxes among members. You may attach a copy of another report or tax return, if the report provides the reconciliation.
 - e. Show the Oregon operating amounts in Column (c).
 - f. Show nonregulated and nonoperating amounts in Column (d).

I-8. Transactions With Affiliated and Nonregulated Operations

You may substitute a completed printout from OPUC-O.XLS(I8). You may substitute a copy of another report, if the other report provides the same information as Parts A, B, C, and D.

- 1. "Affiliated interests" are defined in ORS 759.010.
- 2. In Part A, provide the status of your Cost Allocation Manual (CAM) by marking the appropriate box on the schedule. If the filed CAM is not up to date, attach a copy of the current CAM, or explain the delay and indicate the date you will file revised CAM.
- 3. In Part B:
 - a. Mark "required" or "not required," as requested on the form. If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."
 - b. If you marked the "required" box, list all intercompany loans made during the year, even if no balances remained at the end of the year. Identify each affiliate, identify yourself as lender (L) or borrower (B), provide the highest dollar amount outstanding during the year, and provide total interest accrued during the year on the loan.
- 4. In Part C:
 - a. Mark "required" or "not required," as requested on the form. If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."
 - b. If you marked the "required" box, summarize all transfers between your regulated and nonregulated operations during the year. Identify the operations or business segments (for example, cable television or cellular); describe transactions; and provide amounts, by account, transferred between segments during the year. For example, show your Part 64 adjustments. If you use *OPUC-O.XLS*, add rows as needed. Combine amounts when total payments were less than or equal to (\leq) \$50,000 during the year.
- 5. In Part D:
 - a. Mark "required," "see Part E," or "not required," as requested on the form. If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."

- b. If you marked the "required" box, summarize all payments made by you to each affiliate and by each affiliate to you. Identify each affiliate, describe transactions, provide the date of the contract if applicable, and show total debits and total credits accrued during the year.
6. In Part E:
- a. Mark "required" or "not required," as requested on the form. If you use *OPUC-O.XLS*, overwrite the appropriate box () with a small "x."
 - b. If you marked the "required" box, complete Part E in accordance with ORS 759.393 and OAR 860-027-0100 or OAR 860-034-0396.

S-1. Switches and Access Lines in Service

You may substitute a completed printout from OPUC-O.XLS(S1). A multi-state utility may also substitute a completed printout from OPUC-O.XLS(OS1).

1. "Not available" and schedules from other reports are unacceptable.
2. Provide the total number of central office switches. If two or more switches are housed in a single building or structure, count each switch separately. Do not count each three-digit prefix as a separate switch.
3. Provide the number of single-line and multi-line residential, business, and other access lines, as requested on the schedule, as described under *Definitions* and below:
 - a. DS0, DS1, and DS3 digital access lines are the same as ARMIS lines; that is, DS0 is counted as one 64 Kbps digital line or equivalent, DS1 equals 24 DS0 lines, and DS3 equals 672 DS0 lines). Digital access lines may be dedicated (private) lines, *line 16*; or switched (common) lines, *lines 2 through 8*, depending on the nature of access to the public switched network. (Note: DS0, DS1, and DS3 are not to be confused with DSL.)
 - b. Use straight line counts, not voice grade equivalents, *line 16*.
 - c. Digital subscriber lines (DSL) are wideband data, *line 17*.
 - d. Feature Groups (FG) carrier access lines are not counted; however, end user FGA FX/ONAL lines are counted, *line 13*.
 - e. Private lines, *line 16*, include dedicated special access lines,

intraLATA interexchange private lines, and local private lines. (Note: Oregon private line counts are not the same as shown in FCC ARMIS 43-08. ARMIS excludes intraLATA interexchange private lines and local private lines.)

4. A multi-state utility must also complete Schedule Os-1, Oregon Switches and Access Lines in Service.

S-2. Minutes of Use

You may substitute a completed printout from OPUC-O.XLS(S2).

1. "Not available" and schedules from other reports are unacceptable.
2. The completed schedule will be treated as confidential under OAR 860-032-0070(1)(b)(B).
3. If the minutes of use are not currently available, explain the delay, indicate the date you will submit the completed schedule, and mark the box at the bottom of the form. If you use *OPUC-O.XLS*, overwrite the box () with a small "x."
4. Oregon access minutes billed should be the same as reported on OECA Form 1.0. The access minutes should be those for which you receive access charges.
5. Show Oregon toll conversation minutes by quarter. For toll conversation minutes originating in Oregon:
 - a. Exclude measured service.
 - b. Originating toll conversation minutes should be adjusted for bill rounding. Toll conversation minutes will be different from the billed toll minutes, which include toll rounding.
 - c. Show the percent of total toll originating conversation minutes for interstate and intrastate calls. The sum should equal 100 percent.
6. A multi-state utility should report total Oregon information only on this schedule, and total company minutes are not required.

CP. Annual Report for Competitive Providers

You may substitute a completed printout from OPUC-O.XLS(CP). If the respondent does not have a certificate of authority issued under ORS 759.020 for nonLEC services, you may delete worksheet "cp."

1. A LEC should submit Annual Report for Local Exchange Carriers (Form L) instead of Annual Report for Competitive Providers (Form C).⁵ Other competitive providers must submit Form C. Separately incorporated affiliates must submit individual reports.
2. The completed form must be delivered to the Commission by 5:00 p.m. Pacific Time on April 1, 2009 (OAR 860-032-0060). If you have questions, see *Definitions* or Staff Contacts.
3. You may use a copy of the Commission's Excel file to complete your annual report. However, the Commission does not accept electronic filings without a signed hardcopy. See *Excel Version of the Annual Reports* for more information.
4. Failure to submit a completed copy of this report may result in loss of certificate of authority (OAR 860-032-0008(2)). "Not available" and substitutions are not acceptable.
5. Parts A-E will be treated as public record.⁶ The Commission will publish the remaining data only on an aggregated basis and treat information about individual respondents as exempt from public disclosure (confidential). Access to confidential information is limited under ORS Chapter 192.
6. In Part A:
 - a. Identify yourself by providing the exact legal name. Use the word "The," "Company," "Co.," or "Inc." only when it is part of the legal corporate name. Include mailing addresses, assumed business names, former business names and affiliated Oregon operations.
 - b. Identify the docket in which the Commission granted you a certificate of authority. To obtain your docket number, go to the Commission's website and select eDockets or:

⁵ Form L includes Form C as its first three pages.

⁶ Any information you mark as confidential in Parts A-E will be treated as public record, unless you have first written to the Commission with a request for an exemption to release specific documents as provided by the Public Records Law, provided any and all support for your request, and the Commission has approved your request for an exemption for the specific documents.

Telecommunications Telecommunications Providers Utility Company Search Page

- c. Provide your PUC/OUS identification number. The Commission has assigned each telecommunications provider a unique identification number. To obtain your identification number, go to the Commission's website and select:
Telecommunications
Telecommunications Providers
Utility Company Search Page
- d. Provide the names of company contact people for the Commission and the public. Include their titles, mailing addresses, telephone numbers, and electronic mail addresses.
- e. Provide the names of any telecommunications providers or operations doing business in Oregon that are affiliated with you. See *Definitions*.
7. In Part B, check the appropriate boxes and provide additional information, as requested on the form.
8. In Part C, date and sign the form after you complete the report, and include your typed or printed name and title.
9. In Part D, provide emergency and safety contact information.
Please type or print this information clearly:
 - a. Your Oregon Utility Notification Center (OUNC) District Code Numbers should end with two digits (e.g., QWEST99).
 - b. If you have more than one OUNC code, provide the primary contact's identification.
 - c. For information about your OUNC codes, call OUNC's One-Call Center Administrative Information Number in Portland, Oregon, at 503-232-1987.
10. In Part E, check the appropriate boxes and provide additional information, as requested on the form.
11. In Part F, data are not required if you checked Box 11 in Part E. All other competitive providers must:
 - a. Provide the total number of customers in Oregon at December 31. "Not available" is not acceptable. Note that customers can have multiple lines.
 - b. Provide the number of access lines at December 31. See *Definitions*.

- c. Provide the gross Oregon revenues during the year. Include international, interstate, and intrastate revenues from calls that originate and/or terminate in Oregon. See *Definitions*.
- d. If you checked Box 3 in Part E, provide the toll conversation minutes originating in Oregon during the year. Include international, interstate, and intrastate revenues from calls that originate and/or terminate in Oregon.

LEC. Annual Report for Local Exchange Carriers

You may substitute completed printouts from OPUC-O.XLS(LEC).

- 1. If you have a certificate of authority to provide telecommunications services in Oregon **including local exchange services**, you must complete and submit an Annual Report for Local Exchange Carriers. You are not required to file a Form C.⁷
- 2. Separately incorporated affiliates must complete individual reports.
- 3. The completed form must be delivered to the Commission by 5:00 p.m. Pacific Time on April 1, 2009 (OAR 860-032-0060). You may not substitute another schedule, including copies of other Form O schedules. See *Definitions* and *Regions*.
- 4. Submit additional Schedules LEC or Forms L if the respondent has any certificates of authority issued under ORS 759.020 for CLEC services that are not separately incorporated. Provide a separate schedule about each LEC operation. See *Classification of Companies*, if you have questions about the respondent's designation.
- 5. You may use a copy of the Commission's Excel file to complete your annual report. However, the Commission does not accept electronic filings without a signed hardcopy. See *Excel Version of the Annual Reports* for more information.
- 6. Failure to submit a completed copy of this report may result in loss of certificate of authority (OAR 860-032-0008(2)). "Not available" and substitutions are not acceptable.
- 7. Parts A-E and Part F, lines 2 and 3, will be treated as public record. The Commission will publish the remaining data only on an aggregated basis and treat information about individual respon-

⁷ Form L includes the Form C as its first three pages.

dents as exempt from public disclosure (confidential).⁸ Access to confidential information is limited (ORS Chapter 192).

- 8. In Part A:
 - e. Identify yourself by providing the exact legal name. Use the word "The," "Company," "Co.," or "Inc." only when it is part of the legal corporate name. Include mailing addresses, assumed business names, former business names and affiliated Oregon operations.
 - f. Identify the docket in which the Commission granted you a certificate of authority under ORS 759.020. For the respondent's ILEC operations, write "N/A – ILEC." To obtain your docket number, go to the Commission's website and select eDockets or:
 - Telecommunications
 - Telecommunications Providers
 - Utility Company Search Page
 - g. Provide your PUC/OUS identification number. The Commission has assigned each telecommunications provider a unique identification number. To obtain your identification number, go to the Commission's website and select:
 - Telecommunications
 - Telecommunications Providers
 - Utility Company Search Page
 - h. Provide the names of company contact people for the Commission and the public. Include their titles, mailing addresses, telephone numbers, and electronic mail addresses.
 - i. Provide the names of any telecommunications providers or operations doing business in Oregon that are affiliated with you. See *Definitions*.
- 9. In Part B, check the appropriate boxes and provide additional information, as requested on the form.
- 10. In Part C, date and sign the form after you complete the report, and include your typed or printed name and title.

⁸ Any information you mark as confidential in Parts A-E will be treated as public record, unless you have first written to the Commission with a request for an exemption to release specific documents as provided by the Public Records Law, provided any and all support for your request, and the Commission has approved your request for an exemption for the specific documents.

11. In Part D, provide emergency and safety contact information.
Please type or print this information clearly:
 - a. Your Oregon Utility Notification Center (OUNC) District Code Numbers should end with two digits (e.g., QWEST99).
 - b. If you have more than one OUNC code, provide the primary contact's identification.
 - c. For information about your OUNC codes, call OUNC's One-Call Center Administrative Information Number in Portland, Oregon, at 503-232-1987.
12. In Part E, check the appropriate boxes and provide additional information, as requested on the form.
13. In Part F, data are not required if you checked Box 11 in Part E, **but you still must complete section K (Business Plans and Competition)**. All other local exchange carriers must:
 - a. Provide the total number of customers in Oregon at December 31. "Not available" is not acceptable. Note that customers can have multiple lines.
 - b. Provide the number of access lines at December 31. See *Definitions*. *Lines* on line 2 (plus *lines* on line 2 in Part F of Schedule CP) should match the total lines shown on Schedule S-1 for a single-state company or Schedule Os-1 for a multi-state utility.
 - c. Provide the gross Oregon revenues during the year. Include international, interstate, and intrastate revenues from calls that originate and/or terminate in Oregon. *Gross Oregon revenues* on line 3 (plus *revenues* on line 3 in Part F of Schedule CP) should match Schedule I-1 (net revenues less uncollectibles (line 48 less line 47) for a single-state company without competitive operations, or Schedule Oi-1 for a multi-state utility without competitive operations. See *Definitions*.
 - d. If you checked Box 3 in Part E, provide the toll conversation minutes originating in Oregon during the year. *Toll conversation minutes* on lines 4a, 4b, 4c, and 4d (plus *toll conversation minutes* on lines 4a, 4b, 4c, and 4d in Part F of Schedule CP) should match Schedule S-2.
14. For Parts G-J, provide the information requested about your services during the year. See *Definitions*.

- a. For an ILEC without competitive operations, Table G11, Column C, lines 1-3, should equal Schedule S-1 for a single-state company or Schedule Os-1 for a multi-state utility.
 - b. For an ILEC with competitive operations, provide the information for the combined total of all local exchange lines.
15. For Part K, provide the information requested about your business during the year.
16. If you want a copy of the staff report that summarizes this year's responses to Parts G-K, check the box labeled *Send Summary Report to Respondent* in Part B.

Commission Contacts

Commission website: <http://www.oregon.gov/PUC>

Excel files: John Tatom at 503-373-7133 or john.tatom@state.or.us

Filing extension: John Tatom at 503-373-7133 or john.tatom@state.or.us

Schedules S-1 and Os-1: Irv Emmons at 503-378-4165 or irv.emmons@state.or.us

Schedule S-2: John Tatom at 503-378-6638 or john.tatom@state.or.us

Form C or Schedule CP: Lois Meerdink at 503-378-8959 or lois.meerdink@state.or.us

Form L or Schedule LEC: Ming Peng at 503-373-1123 or ming.peng@state.or.us

Other Schedules: John Tatom at 503-373-7133 or john.tatom@state.or.us

Excel Version of Annual Reports

1. The Excel file is available at the Commission's website under:
Telecommunications
Annual Report Forms
2. The worksheets contain formulas when sums are required. Do not change these formulas.
3. Some Excel worksheets contain formulas to transfer duplicate information such as your business name, mailing address, Commission contact, and phone numbers. You may change these formulas as needed.

4. Overwrite each appropriate box (☐) with a small "x."
5. The Excel file is formatted to print each worksheet from an HP laser printer. If you have trouble printing, change the print setup.

DEFINITIONS

Access service – see non-switched, special, and switched.

Access line – a telecommunications channel or facility (i.e., loop) extending from a customer's premises to a serving central office. It excludes inside wiring, wiring on the customer side of the network interface device or protector, and station wiring associated with customer premises equipment. Access lines also exclude idle non-working lines or channels that are spare capacity, or used for maintenance purposes.

Access lines are categorized into residential, business, and other. Residential and business lines include 4 KHz analog or 64 Kbps digital (or equivalent) lines that access the public switched network. Other access lines include access lines to mobile or RCC base stations, Feature Group A FX/ONAL switched access, payphone lines (both public and semipublic), unbundled network element (UNE) network access channels (NACs) leased to other carriers for customer access, dedicated (non-switched) special access and private lines, and wideband access (including DSL). A wideband channel is one having a bandwidth equivalent to twelve or more voice grade channels (47 CFR Part 36 Appendix Glossary).

Also, see local exchange line.

Affiliated – directly or indirectly under common ownership or control with you (ORS 759.010).

Annual revenues – see *revenues*.

Billed revenues – see *revenues*.

Business customer – see *customer*.

Capacity – is determined by the highest data transmission rate in either direction. **Lower capacity** includes IDSL and some RADSL. **Higher capacity** includes ADSL, HDSL, HDSL2, SDSL, VDSL, and some RADSL. The following chart provides capacity rates:

CAPACITY				
Tech-nology	Data Rate	Mode	Distance Limit From Central Office	Number of Copper Pairs
IDSL	144 Kbps	Duplex	18,000 ft	1
HDSL	1.54 Mbps	Duplex	12,000 ft	2
HDSL2	1.54 Mbps	Duplex	12,000 ft	1
SDSL	1.54 Mbps	Duplex	10,000 ft	1
ADSL	up to 6.1 Mbps 16 to 640 Kbps	Downstream	12,000 to 18,000 ft	1
		Upstream		
VDSL	13 to 53 Mbps 1.54 to 2.3 Mbps	Downstream	4,500 ft	1
		Upstream		
RADSL	600 kbps to 7 Mbps 128 kbps to 1 Mbps	Downstream	12,000 to 18,000 ft	1
		Upstream		

Source: ADC Telecommunication, *Telephony*, November 9, 1998

Carrier – as used in this report, a carrier may be a competitive provider, competitive local exchange carrier (CLEC), incumbent local exchange carrier (ILEC), interexchange carrier (IXC), shared service provider, reseller, telecommunications utility, telecommunications cooperative, or telecommunications association.

Circuit – a termination you provide and bill to your customers for private line service. If you provide a circuit that connects two customer locations, and bills the customer for both ends of the circuit, count two terminations. The capacity of a circuit should be determined by the capacity you deliver to the customer at the point of termination, even though the customer may further subdivide that capacity using its own multiplexing or other equipment.

Competitive local exchange carrier (CLEC) – one type of competitive provider (OAR 860-032-0001).

Competitive provider – any "competitive telecommunications provider as defined in ORS 759.005(2)(a), who provides services authorized pursuant to ORS 759.020" (OAR 860-032-0001). A competitive provider is not a telecommunications utility (ORS 759.005(1)(a)(C)). Carriers may be certified to provide multiple services under one or more certificates of authority.

Cooperative – a cooperative corporation or association, which provides telecommunications service within its own exchanges and is certified under ORS 759.025(2). See *incumbent local exchange carriers*.

Customer – a person or entity that had applied for, been accepted, and was receiving service for a price during the period covered by this report. A customer can have multiple lines; for example, if you send only one bill to a business, governmental agency, or residence, count the bill a one customer.

Business customer means a retail customer whose actual or obvious use of a service is for conducting a business, trade, or profession, or whose use of the service is obviously not primarily for domestic use, including a payphone provider or Internet service provider. The telephone number for a business customer is displayed in telephone directories under a business name and in sections of the directory reserved for business listings (yellow pages).

Oregon customer means a person or entity that has a physical location within Oregon.

Residential customer means a retail customer whose actual or obvious use of a service is primarily for domestic purposes at a residence or dwelling. The telephone number for a residential customer is displayed in telephone directories under an individual or personal name and is not located in sections of the directory reserved for business listings (yellow pages).

Retail customer means any customer other than a wholesale customer, including an Internet service provider or payphone owner.

Wholesale customer means a telecommunications provider, other than you, that has a certificate of authority from the Oregon Commission or is a radio common carrier (commercial mobile radio licensee). Wholesale customers may provide service to their customers through resale, special access, and other interconnections.

December revenues – see *revenues*.

Directory assistance service – the provision of information about telephone numbers upon request.

End user – a retail customer.

Gross revenues – see *revenues*.

Incumbent local exchange carrier (ILEC) – a telecommunications utility or cooperative with a certificate of authority issued under ORS 759.025: *Asotin Telephone Company; Beaver Creek Cooperative Telephone Company; Canby Telephone Association; Cascade Utilities, Inc.; CenturyTel of Eastern Oregon, Inc.; CenturyTel of Oregon, Inc.; Citizens Telecommunications Company of Oregon;*

Clear Creek Mutual Telephone Company; Colton Telephone Company; Eagle Telephone System, Inc.; Gervais Telephone Company; Helix Telephone Company; Home Telephone Company; Malheur Home Telephone Company; Midvale Telephone Exchange, Inc.; Molalla Telephone Company; Monitor Cooperative Telephone Company; Monroe Telephone Company; Mt. Angel Telephone Company; Nehalem Telephone & Telegraph Company; North-State Telephone Company; Oregon Telephone Corporation; Oregon-Idaho Utilities, Inc.; Qwest Corporation; Peoples Telephone Company; Pine Telephone System, Inc.; Pioneer Telephone Cooperative; Roome Telecommunications, Inc.; Scio Mutual Telephone Company; St. Paul Cooperative Telephone Association; Stayton Cooperative Telephone Company, Inc.; Trans-Cascades Telephone Company; United Telephone Company of the Northwest (dba Embarq); and Verizon Northwest Inc.

Interexchange carrier (IXC) – a telecommunications provider that is authorized to provide switched services between exchanges.

Interexchange private line service – the provision of dedicated circuits, which a customer uses to connect two or more pre-selected locations in different local exchanges. See *private line service*.

Interoffice transport facility – connects switching centers.

Interstate call – originates or terminates in Oregon; for example, an *interstate long distance toll call* originates in Idaho and terminates in Oregon.

Intrastate call – originates and terminates within Oregon.

Intrastate interexchange private line service – circuits that originate and terminate within Oregon, considering the entire circuit that you bill to and provide for the customer, including those segments that you obtain from other telecommunications providers on the customer's behalf. See *private line service*.

Intrastate long distance toll service – the provision of dial-up connections, and associated features-functions, between locations that are in different local calling areas within Oregon, and for which charges are typically on a per-unit basis.

Lines – see access line and local exchange line.

Local exchange carrier (LEC) – a telecommunications provider that is authorized to provide local exchange private line service or local

exchange switched service. The provider may be an incumbent telecommunications utility, an incumbent telecommunications cooperative, a competitive local exchange carrier, or a shared service provider.

Local exchange line – a voice level transmission path (64 kbps digital or less than 4 kHz analog) that links an end user (retail customer) location with the switching center that provides dial tone. Also, see access line.

Local exchange private line service – the provision of dedicated circuits, which a customer uses to connect two or more pre-selected locations within a local exchange. See *private line service*.

Local exchange switched service – the provision of dial-up connections, and associated features-functions, between locations that are within a local calling area. A local calling area consists of the local exchange of an ILEC as defined on maps filed with and approved by the Oregon Commission plus additional local exchanges accessible by extended area service, as approved by the Oregon Commission. For example, basic local service, extended area service, and central office features.

Long distance toll service – the provision of dial-up connections and associated features-functions between locations that are in different local calling areas, and for which charges are typically on a per-unit basis.

Loop – a facility or equipment that connects end users (retail customers) with a switching center.

NESC – National Electrical Safety Code.

Non-switched access – carried by dedicated special access and private lines.

Oregon revenues – see *revenues*.

Operator service – the provision of special billing, dialing assistance, and information regarding the use of and charges for telecommunications services upon request. Operator service may be manual or automatic.

Oregon Administrative Rule (OAR) – Copies of the administrative rules are available at the Commission's website under Links.

Oregon customer – see *customer*.

Oregon Revised Statute (ORS) – Copies of Oregon's laws are available at the Commission's website under Links.

OUNC – Oregon Utility Notification Center. The Oregon Utility Notification Center is the Oregon state agency that administers Oregon's excavation laws and the statewide toll free "One-Call" number: 1-800-332-2344 (2DIG). More information about OUNC is available at their website: <http://www.digsafelyoregon.com>.

Private line circuit – see *circuit*.

Private line service – the provision of dedicated circuits, whether physical or virtual, which a customer uses to connect two or more pre-selected locations. Circuits may be hard-wired or use frame-packet-cells or other switching-routing technologies to establish connections. Service may be local exchange or interexchange and includes xDSL. For the definitions of lower capacity and higher capacity xDSL, see *capacity*.

Provide – to supply or make available a service by means of resale, leased facilities, owned facilities, unbundled network elements, or a combination of methods.

Retail customer – see *customer*.

Retail service – a service provided to a retail customer.

Revenues – the cash inflows or equivalents from your operations during the year.

Exclude loan proceeds, shareholder contributions, and taxes that you billed to customers.

Include regulated and nonregulated charges; federal and state charges; federal and Oregon universal service end-user surcharges and distributions; charges for switched lines, local usage, extended area service, repair and maintenance services, directory listing services, and add-on features such as call waiting, voice messaging, and caller identification; and charges for private line circuits and add-on capabilities such as multiplexing, conditioning, and bridging.

Annual revenues mean the gross amount you billed for services for the calendar year included in this report.

Billed revenues mean the gross amount you billed for services, whether billed in advance or arrears.

December revenues mean the gross amount you billed for services for December of the calendar year included in this report.

Gross revenues mean the total cash inflows or equivalents from your operations as accrued or billed before uncollectibles (bad debts), agent's commissions, access charges paid, and other billing and collection costs.

Intrastate Oregon revenues mean gross revenues from calls that originate and terminate in Oregon. Intrastate includes state and federal surcharges from and distributions for end users in Oregon.

Total Oregon revenues mean the gross revenues from Oregon customers, including international, interstate, and intrastate revenues from calls that originate and/or terminate in Oregon.

Special access – carried by dedicated facilities, such as private lines.

Switched access – switched to and carried by available facilities (owned, leased, or resold).

Telecommunications provider – go to the Commission's website and select:

Telecommunications
Fact Sheets

Definitions and Types of Telecommunications Providers

Unbundled network element (UNE) – a facility or equipment used in the provision of telecommunications service, including but not limited to features, functions, and capabilities that are provided by means of such facility or equipment, such as a local loop (Code of Federal Regulations §51.5). UNEs are measured by lines.

Unbundled network element platform (UNE-P) – a combination of UNEs such as unbundled loop, local switching, shared transport, and tandem switching. UNE-Ps are measured by lines.

Utility – an incumbent telecommunications provider other than a co-operative. See ORS 759.005(1) for the definition of a telecommunications utility.

Wholesale customer – see *customer*.

Wholesale service – a sale to another telecommunications provider (carrier), whether at discounted or full retail rates, so the other provider can provide service to its customers. Wholesale may include, but is not limited to, sales for resale to a competitive provider, interexchange carrier, telecommunications cooperative, or telecommunications utility; special access; and other interconnections. Wholesale does not include sales to Internet service

DSL – see *capacity*.

You, yourself – the respondent.

REGIONS AND EXCHANGES

Oregon's exchanges are divided into six geographic areas, as identified below. A list of exchanges by ILECs is available at the Commission's website under:

Telecommunications
Exchanges of Local Exchange Carriers

Central – Antelope, Arlington, Bend, Bonanza, Bly, Camp Sherman, Cascade Locks, Chemult, Chiloquin, Condon, Culver, Dufur, Fort Klamath, Fossil, Gilchrist, Grass Valley, Hood River, Klamath Falls, Lakeview, La Pine, Madras, Malin, Maupin, Merrill, Mitchell, Moro, Mosier, Odell, Paisley, Parkdale, Paulina, Pine Grove, Prineville, Redmond, Rocky Point, Rufus, Silver Lake, Sprague River, Sisters, The Dalles, Tygh Valley, Wamic, and Wasco.

Coast – Ash Valley, Astoria, Bandon, Bay City, Beaver, Brookings, Cannon Beach, Chitwood, Cloverdale, Coos Bay-North Bend, Coquille, Depoe Bay, Florence, Garibaldi, Gleneden Beach, Gold Beach, Jewell, Knappa, Lakeside, Langlois, Lincoln City, Mapleton, Myrtle Point, Nehalem, Newport, Pacific City, Port Orford, Powers, Reedsport, Rockaway, Scottsburg, Seaside, Siletz, South Beach, Tidewater, Tillamook, Toledo, Waldport, Warrenton, Westport, and Yachats.

East – Adrian, Athena-Weston, Baker, Bates, Boardman, Burns, Cove, Dayville, Durkee, Echo, Elgin, Enterprise, Flora-Troy, Granite, Haines, Halfway, Harney, Harper, Helix, Heppner, Hereford-Unity, Hermiston, Huntington, Imbler, Ione, John Day, Jordan Valley, Joseph, Juntura, La Grande, Lexington, Long Creek, Lostine, Meacham, Medical Springs, Milton-Freewater, Monument, Mt. Vernon, North Powder, Nyssa, Ontario, Oregon Slope, Pendleton, Pilot Rock, Prairie City, Richland, Ridgeview, Seneca, Spray, Stanfield, Starkey, Sumpter, Ukiah, Umatilla, Union, Vale, Walla Walla (Stateline), and Wallowa.

Portland Metropolitan – Aurora, Beavercreek, Beaverton, Burling-

ton, Canby, Carlton, Charbonneau, Colton, Corbett, Estacada, Forest Grove, Gresham, Hillsboro, Hoodland, Lake Oswego, Molalla, Newberg, North Plains, Oak Grove-Milwaukie, Oregon City, Portland, Redland, Sandy, Scappoose, Scholls, Sherwood, Stafford, Sunnyside, Tigard, Vernonia, Woodburn-Hubbard, and Yamhill.

Southwest Interior – Ashland, Azalea, Butte Falls, Camas Valley, Canyonville, Cave Junction, Central Point, Crater Lake, Days Creek, Diamond Lake, Elkton, Fish Lake, Glendale, Glide, Gold Hill, Grants Pass, Jacksonville, Medford, Myrtle Creek, North Umpqua, Oakland-Sutherlin, O'Brien, Phoenix-Talent, Prospect, Riddle, Rogue River, Roseburg, Selma, Shady Cove, White City, Wolf Creek, and Yoncalla.

Willamette Valley – Albany, Alsea, Amity, Aumsville-Turner, Bell-fountain, Blodgett, Blue River, Brownsville, Clatskanie, Corvallis, Cottage Grove, Creswell, Dallas, Dayton, Deadwood, Detroit, Drain, Eugene-Springfield, Falls City, Gervais, Government Camp, Grand Island, Grand Ronde, Halsey, Harlan, Harrisburg, Horton, Independence-Monmouth, Jefferson, Junction City, Leaburg, Lebanon, Lobster Valley, Lowell, Lyons, Marcola, McMinnville, Mill City, Monitor, Monroe, Mt. Angel, Murphy-Provolt, Oakridge, Philomath, Rainier, Salem, Scio, Shedd, Sheridan, Silverton, St. Helens, St. Paul, Stayton, Summit, Sweet Home, Triangle Lake, Veneta, and Willamina.