

TO: **Contract Management**  
**E-mail Address - m41654@att.com**  
**OR**  
**Fax: 1-214-712-5792**

DATE: \_\_\_\_\_

RE: Request to Initiate Negotiations

Director – Interconnection Agreements:

\_\_\_\_\_ (“Carrier”) desires to begin the negotiations process to reach a mutually acceptable Structure Access Agreement with AT&T in the state(s) of (*check all that apply*):

- Alabama  Arkansas  California  Florida  Georgia  Illinois  Indiana  Kansas  Kentucky  Louisiana  
 Michigan  Mississippi  Missouri  Nevada  North Carolina  Ohio  Oklahoma  South Carolina   
Tennessee  Texas  Wisconsin or  All 21-States

TYPE OF CARRIER	INITIAL NEGOTIATION	RENEGOTIATION
Competitive Local Exchange Carrier (CLEC)		
Wireless Carrier (CMRS)		
Cable TV Provider (CATV)		
Broadband Internet Access Service Provider (BIAS)		
OTHER – If you are not a CLEC, CMRS, CATV or BIAS provider, and would like to request a structure access agreement please send your agreement request to g13922@att.com.		

**\*\*For all other questions, regarding structure access, please refer to the “Points of Contact” list, located at the following link: [AT&T Clec Online \(att.com\)](http://att.com)**

Fill in the **required** information below.

**Carrier’s Notice Contact information:**

NAME	
TITLE	
STREET ADDRESS	
605 Third Avenue	
ROOM OR SUITE	
CITY, STATE, ZIP CODE	
E-MAIL ADDRESS	
TELEPHONE NUMBER	
FACSIMILE NUMBER	
STATE OF INCORPORATION	

**Carrier’s Principal Address:** (if different from Notice Contact Address)

NAME	
TITLE	
STREET ADDRESS	

**Signatory information:** (Person who will be responsible for signing the agreement)

NAME	
TITLE	
E-MAIL ADDRESS	
TELEPHONE NUMBER	

PLEASE NOTE: CARRIER UNDERSTANDS THAT ANY TRAFFIC EXCHANGED PURSUANT TO ANY OF THE ABOVE REFERENCED AGREEMENTS WILL BE TELEPHONE EXCHANGE SERVICE AND/OR EXCHANGE ACCESS.

Authorized Carrier Representative:

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Contact number: \_\_\_\_\_

Email address: \_\_\_\_\_

**NOTE to Carrier: AT&T will be requesting the following documentation:**

- **For BIAS providers, you are required to assert your right of access as a Broadband Internet Access Service provider (BIAS). Please affirm (*check the box*) below that you meet the FCC's definition of a BIAS provider and explain how you meet the requirements as FCC defines BIAS.**

AFFIRM

Explanation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Proof of certification for **each state requested**, as required by the State Commission(s).
- **Verification** of type of entity and current registration with Secretary of State. Please note that the name on the Secretary of State registration must match the name on the State Commission certification (CPCN) or FCC license, in order for AT&T to execute the agreement.
- For Wireless and Cable TV providers, documentation of FCC registration.
- Certificate(s) of insurance (certificate must state the type(s) of insurance and policy limits).
- Letter of Authorization (LOA), located at: <https://clec.att.com/clec/hb/shell.cfm?section=2900&hb=185>
- Billing Contact Information: Name, Mailing Address, Telephone number and Email address of the person who will be paying the recurring bill.
- **Important:** Carriers are required by the FCC to certify in the FCC Robocall Mitigation Database (RMD) PRIOR to exchanging traffic with AT&T. **Failure to do so will result in an inability to place orders and exchange traffic.** If you have not already certified, please ensure that you **certify** at the link provided prior to execution of the requested agreement: [Robocall Mitigation Database Welcome Page - Robocall Mitigation Database \(servicenowservices.com\)](https://www.servicenowservices.com/Robocall-Mitigation-Database-Welcome-Page)

AT&T will formally reply in writing to this request.

**All requested information is required. Failure to provide accurate and complete information will result in a delay in processing your request. To the extent Carrier is not yet certificated, as required in a particular state, it must provide proof of certification or FCC license (as applicable) before AT&T can prepare the Agreement for signature.**