

FINAL REMINDER

VPS Consulting Memo

Reassigned Numbers Database

DUE OCTOBER 15, 2021 FOR SMALL BUSINESS PROVIDERS.

Summary

The FCC released a [Public Notice](#) on February 8, 2021, announcing the compliance date for service providers to report information to the Reassigned Numbers Database. As of April 15, 2021, and on the 15th each month thereafter, service providers must report permanently disconnected telephone numbers and the associated disconnect date. Small business voice providers (those with less than 100,000 domestic retail subscriber lines) were initially allowed a 6-month extension; however, that extension is now ending and **beginning October 15, 2021, and on the 15th of each month thereafter, small business voice providers must also report permanently disconnected telephone numbers and the associated disconnect date.**

Key Information

As a reminder, service providers will initially submit either a CSV or XLSX file that contains all permanently disconnected telephone numbers with the associated disconnect date **as of the date the provider was required to maintain this data**. For many voice providers it will be July 27, 2020, to April 15, 2021, and for small business voice providers (those with less than 100,000 customers), it will be January 27, 2021, to October 15, 2021. The report will be submitted via <https://www.reassigned.us>. For all following months, the report will only contain disconnect data for the previous month.

The file format is quite simple and will consist of the following items:

- Row 1 – Company ID; this will be assigned upon registering in the database
- Row 2 – Additional Information; optional field to be used for internal tracking purposes but may be a good idea to use this row to list up to 5 additional contact email addresses for your company
- Row 3 – Telephone Number List
- Row 4 – [insert telephone number]; [insert disconnect date]

Below is an XLSX file format example:

	A	B
1	CompanyID	ABC
2	Additional Contacts	joe@my.com, tom@my.com
3	Telephone Number List	
4	2025550100	11/9/20
5	5405550200	11/9/20
6	7035550122	11/9/20

Please Note

- **You must file monthly** even if you do not have any permanently disconnected telephone numbers to report.
- **Ported out telephone numbers and temporary suspensions** are not permanently disconnected and **should not be reported**.
- **The aging process remains the same.** For example, if a residential telephone number permanently disconnects on 10/1/21, it will be reported in the October 2021 file. The provider will age the telephone number according to FCC rules (no less than 45 days, no more than 90 days for residential; no less than 45 days, no more than 365 days for business) and then it's available for reassignment. Nothing further to report to the RND even once the number has been reassigned.

Additional Information

For information on this issue or if you would like VPS guidance, please contact these members of the Vantage Point Solutions Consulting team:

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