U.S. COPYRIGHT OFFICE
INSTRUCTIONS FOR THE SA3E LONG FORM – EXCEL FORMAT
The SA3E is a U.S. Copyright Office Form
Email completed workbook to:
coplicsoa@loc.gov

Submitting the form:

· This form is effective beginning with the January 1 to June 30, 2017 accounting period (2017/1).

· When complete, this workbook should be signed electronically using an "/s/" signature (e.g., /s/John Smith) in Space O and saved and submitted as a Microsoft Excel workbook (.xls or .xlsx). Email the workbook in native Excel format to the U.S. Copyright Office Licensing Division at coplicsoa@loc.gov. Do not print and mail the workbook to the U.S. Copyright Office. There is no need to remove the instructions tab before submitting the template by email. Do not add additional worksheet or workbook protections to the template before submitting, as that may cause your submission to be rejected.

General Instructions

· *Alphabetization:* Alphabetization is NOT required for any spaces.

· *Excel:* The form was designed for optimum use with Excel 2007 and later versions. A computer that runs Excel 2003 can be used to complete the form but, as described below, it may be necessary to bypass certain error messages generated by Microsoft.

· *Protection:* All tabs of the SA3E Long Form Excel spreadsheet have been protected in Excel so that the user does not accidentally edit the underlying formulas that allow the form to function properly. **The form is designed to function with all tabs in protected mode. It is strongly recommended that you do not unprotect any tabs on the form.**

· *Navigation:* To navigate between the tabs, use a mouse to click on the tab listings at the bottom of the screen to select the tab you wish to view/edit. Within a tab, use the mouse or the arrow keys to navigate between fields. Depending on the settings in Excel, hitting the "Tab" button on the keyboard will not necessarily move the user to the next tab, nor will it necessarily move the user to populate the next field within a tab.

General Data Input tab

· Ensure that the proper accounting period is filled in numerical format (*e.g.,* "2017/1") next to the "ACCOUNTING PERIOD:" listed at the top of the page. Failure to enter the accounting period here will cause the form to not populate the correct accounting period on the header of each page of the Statement of Account.

· Space A – fill in the accounting period in text form (*e.g.,* for 2017/1, fill-in "January 1 – June 30, 2017")

· Space B – If this is the system's first filing, place an "X" in the appropriate box and leave the system ID number blank. Otherwise, fill in the system ID number. Fill in all other applicable information in the appropriate highlighted boxes.

· Barcode Data – In the highlighted "Filing Period" box, fill in the four digit year followed immediately by the number 1 for the January-June accounting period or the number 2 for the July to December accounting period (e.g., for 2017/1 fill-in "20171"). DO NOT USE A SPACE OR OTHER CHARACTERS, SUCH AS A SLASH OR DASH, IN BETWEEN THE YEAR AND NUMBER.

· **For the barcode to display properly on the form, a barcode font must be downloaded.** The following address offers a free bar code font:

http://www.barcoderesource.com/freebarcodefont.shtml

· Spaces C, E, F, M, N, O – Fill in all applicable information in the appropriate highlighted boxes.

Gross Receipts tab

· **The Total Gross Receipts should be entered on the "Total Gross Receipts" line whether or not the system uses subscriber groups.**

· Users that wish to name individual subscriber groups by community names or other designations may fill in the "Subgroup/Community Name" column.

· Cable systems that have subscriber groups should fill in the individual subscriber group gross receipts in the "Gross Receipts" column. The "Subgroup Gross Receipts Total" box will automatically add together all entries from the "Gross Receipts" column allowing users to ensure their total gross receipts match the cumulative gross receipts of the system's subscriber groups. The form will display an "OUT OF BALANCE" error message if the "Gross Receipts" column total fails to match the "Total Gross Receipts" input.

Notes tab

· The notes tab is available for user input to provide notes or other information for the Copyright Examiner.

Signals tab

- Enter the call signs, broadcast channel numbers, type of station, location of station, and enter/select what the basis of carriage would be if the station was distant (*e.g.,* "O" "E" or "LAC") (filling in this column will not automatically classify the signal as distant on Space G). The DSE column will automatically populate with the correct DSE value based on the type of station classification. In unused rows, "#N/A" will display in the DSE column, but this will not impact the form's operation.

- It is only necessary to list signals that are carried in multiple channel lineups once on the Signals tab. Listing a signal twice will not interfere with the operation of the form if the listings are identical; however, if the same signal is listed more than once and the listings are different, errors will occur in other portions of the form.

- Note that this tab can accommodate up to 1285 stations and, if desired, can be used as a master list for multiple SOA filings. In other words, an operator may fill out the signals tab with all the signals from multiple SOA filings and copy the signal information into other Excel SA3E long form signal tabs to simplify data entry. Signals listed in the signals tab that are not carried on the system for which the particular form is being completed will not impact the rest of the form's operation.

- **Detailed instructions are located at the end of the paper SA3 form, located at:**
https://www.copyright.gov/forms/sa3.pdf

Page 1 – Spaces A-C

- Spaces A, B and C will automatically populate with information from the General Data Input tab, including a barcode. **Note that the barcode will only display if the barcode font has been downloaded as described above.**

- Space D will automatically populate with the information for the first community listed on the "Page 1b – Space D(1)" tab.

Page 1b – Space D

- All community names, states, channel lineups and subgroup numbers can be manually entered in the highlighted areas.

- Add rows as needed so that all communities are listed in space D.

Page 2 – Spaces E-F

- Blocks 1 of both Spaces E and F will automatically populate with information from the General Input Data tab.

- Information can be manually entered into the highlighted areas of Block 2 for both Space E and F.

Page 3 – Space G (AA-AW)

- Fill in all the call signs for each channel lineup and select whether the signal is local or distant in the areas served by the channel lineup.

- The broadcast channel number, type of station, basis of carriage (if the station is selected as distant) and location of station columns will automatically populate with information from the Signals tab.

- There are 23 Space G tabs available for identifying channel lineups (AA-AW). Unused Space G tabs may be hidden or deleted. (Note: the "hide tabs" option is not available for operators using pre-2007 versions of Excel.)

- If additional Space G tabs are needed beyond the 23 available, users may create additional Space G tabs by right clicking the "Pg 3 – Space G (AW)" tab, clicking "Move or Copy", selecting "Pg 4 - Space H" from the "Before sheet" list, checking the "Create a copy" box, and clicking "OK." A new tab called "Pg 3 Space G (AW) (2)" should generate after the "Pg 3 - Space G (AW)" tab. Rename this tab by right clicking the tab at the bottom of the screen and clicking Rename, and entering "Pg 3 Space G (AX)." Also rename the highlighted channel line-up within the new tab so that it now displays as "CHANNEL LINE-UP AX." Repeat this process as necessary progressing through the alphabet and continuing with "Pg 3 - Space G (AAA)," "Pg 3 - Space G (AAB)," etc.

Page 4 – Space H

- Information can be manually entered into the highlighted areas.

Page 5 – Space I

- Section 1 – **The "No" box has been checked in this section by default.** The "Yes" box can be manually checked for cable systems with substitute carriage.

- Section 2 – Information can be manually entered into the highlighted areas where applicable.

Page 6 – Space J

- Information can be manually entered into the highlighted areas.

Page 7 – Spaces K-L

- Space K – the amount of gross receipts will automatically populate with information from the Gross Receipts tab.

- Space L, Block 1 – this area will automatically populate with information from the Gross Receipts tab and will automatically calculate the minimum fee based on that information.

· Space L, Block 2 –the appropriate box should be manually checked depending on whether the system carries distant stations.

· Space L, Block 3 – The base rate fee will automatically populate once information is input for part 8 (section 3 or 4) or part 9, block A of the DSE schedule. The 3.75 fee will automatically populate once information is input for part 6, block C or Part 9 of the DSE schedule.

· Space L, Block 4 – Line 1 will automatically populate. **If the system calculates a syndicated surcharge in Part 7 or in Part 9, that surcharge must be manually entered onto Line 2.** Line 3 will automatically populate based on whether any information is input into Space Q. The total royalty fee will automatically calculate based on the rest of the information from Block 4.

Page 8 – Spaces M-O

· Spaces M and N will automatically populate with information from the General Input Data tab.

· Space O – The appropriate box identifying the signatory must be checked. The "Typed or printed name" and "Title" lines will automatically populate with information from the General Input Data tab.

· Signature Space O – this form will be submitted with an electronic "/s/" signature (e.g., /s/John Smith). Enter an electronic signature by typing "/s/" followed by your name in the signature box.

Page 9 – Spaces P-Q

· Space P – **The "No" box has been checked in this section by default.** The "Yes" box may be manually checked and information may be manually input in the highlighted areas.

· Space Q – If applicable, the necessary data can be manually input on Lines 1 and 2. The remaining calculations will be performed automatically. Any interest calculated in Space Q will automatically populate on Space L, Block 4, Line 3.

Page 11 – Parts 1-2

· Part 1 will automatically populate with information from the General Input Data tab.

· Part 2 – Call signs of non-exempt distant stations can be manually input into the highlighted fields. DSE values will automatically populate with information from the Signals tab. The calculation for the "Sum of DSEs" box will be performed automatically based on the information entered on this tab.

· Additional rows may be added to accomodate additional signals. If additional rows are added, remember to copy the DSE formula into the new rows.

Page 12 – Parts 3-5

· Parts 3 and 4 - Information can be manually entered into the highlighted areas. The calculation for the "Sum of DSEs" boxes will be performed automatically based on the information entered in the DSE columns in Parts 3 and 4.

· Part 5 – the calculation for the "Total Number of DSEs" will be performed automatically based on the information entered into Parts 2, 3 and 4.

Page 13 – Part 6

· Block A – **The "No" box has been checked by default. Cable systems that are outside of all markets should manually check the "Yes" box.**

· Block B – Call signs and permitted bases of carriage can be entered into the highlighted fields. The DSE column will automatically populate with information from the Signals tab. The total permitted DSE calculation will be performed automatically.

· Cable systems with more than 21 distant permitted stations can use the "Pg 13 – Part 6 (Continued)" tab to input additional signals. Again, the DSE values will automatically populate with information from the Signals tab. Any DSEs entered on this tab will be accounted for automatically in the permitted DSE calculation on the preceding tab.

· Block C – If the sum of DSEs listed in Part 5 is greater than the sum of DSEs listed in Part 6, Block C will automatically populate and perform the necessary calculations for the 3.75 fee. The information in line 7 will automatically populate on Space L, Block 3, Line 2. **If any DSE information is input into the 3.75 fee portion of Part 9, Block C will clear the calculation automatically and the 3.75 royalty fee calculation from Part 9 will instead automatically populate on Space L, Block 3, Line 2.**

Page 14 – Part 7

· Stations carried under part-time and substitute carriage may be entered manually in the area at the top of this tab.

· Part 7, Block A – The appropriate box should be manually checked depending on the location of the system.

· Part 7, Blocks B and C – The "No" boxes have been checked by default. The "Yes" boxes in either area may be manually checked and any applicable any call signs may be manually entered. The DSE columns will automatically populate with information from the Signals tab. The "Total DSEs" calculations will be performed automatically.

Page 15 – Part 7

- Block D – this area will automatically populate with information from the Gross Receipts tab and the earlier portions of Part 7.
- Information can be manually entered into the remaining highlighted areas on this tab and the area at the top of the "Pg 16 – Part 7-8 tab."
- **In the event a syndicated exclusivity surcharge is calculated in Part 7, that information will NOT automatically populate in Space L, Block 4, Line 2; the information must be re-entered manually on that line.**

Pg 16 – Parts 7-8

- Part 8, Block A – **The "Yes" box has been checked by default. Cable systems that do not have subscriber groups should manually check the "No" box.**
- If the "No" box is manually checked, the appropriate sections of Block B will automatically populate (either on this tab or in the top section of the following "Pg 17 – Part 8-9" tab) with the information from Part 6 and the "Base Rate Fee" calculation will be performed automatically. The information for the "Base Rate Fee" will automatically populate on Space L, Block 3, Line 1. **If any DSE information is input into the base rate fee portion of Part 9, the base rate fee calculation from Part 9 will instead automatically populate on Space L, Block 3, Line 1.**

Pg 19 – Part 9 (1-40)

- For cable systems with subscriber groups, fill in the permitted distant call signs in the appropriate subscriber group areas.
- Permitted bases of carriage may be filled in next to the call signs in Column C (and Columns H, M and R, if applicable) of the tab.
- The DSE column will automatically populate with information from the Signals tab.
- The "Total DSEs" calculation for each subscriber group will automatically be performed based on the information entered into each subscriber group area.
- The "Gross Receipts" line for each subscriber group will automatically populate with information from the Gross Receipts tab.
- The "Base Rate Fee" calculation for each subscriber group will be automatically performed.
- The total Base Rate Fee calculation throughout all subscriber groups will be automatically performed and will display only at the bottom of the "Pg 19 – Part 9(1)" tab. This information will automatically populate on Space L, Block 3, Line 1 if Part 9 is used.
- **<u>DO NOT DELETE UNUSED PART 9, BASE RATE FEE TABS</u>. Deleting unused tabs in any part of Part 9 will cause the form to function improperly.**

Page 19 – 3.75 Fee Part 9 (1-40)

- For cable systems with subscriber groups, fill in the non-permitted distant call signs in the appropriate subscriber group areas.
- The DSE column for each subscriber group will automatically populate with information from the Signals tab.
- The "Total DSEs" calculation for each subscriber group will automatically be performed based on the information entered into each subscriber group area.
- The "Gross Receipts" line for each subscriber group will automatically populate with information from the Gross Receipts tab.
- The "Base Rate Fee" calculation (which is actually a 3.75 rate calculation) for each subscriber group will be automatically performed.
- The total 3.75 Rate Fee calculation throughout all subscriber groups will be automatically performed and will display only at the bottom of the "Pg 19 – 3.75 Fee Part 9 (1)" tab. This information will automatically populate on Space L, Block 3, Line 3 if Part 9 is used.
- **<u>DO NOT DELETE UNUSED PART 9, 3.75 FEE TABS</u>. Deleting unused tabs in any part of Part 9 will cause the form to function improperly.** Excess Part 9 tabs may be hidden prior to submission. (Note: the option of hiding unused tabs is not available for operators using pre-2007 versions of Excel.)

Page 20 – Part 9 (1-40)

- Cable systems that have a syndicated exclusivity surcharge calculated on a subscriber group basis can use these tabs to manually perform those calculations.
- **In the event a syndicated exclusivity surcharge is calculated here (instead of in Part 7), that information will NOT automatically populate in Space L, Block 4, Line 2; the information must be re-entered manually on that line.**
- Unused Part 9 syndicated exclusivity surcharge tabs may either be hidden prior to submission. (Note: the option of hiding unused tabs is not available for operators using pre-2007 versions of Excel.)

A Accounting Period

ACCOUNTING PERIOD COVERED BY THIS STATEMENT:

2019/2 (enter four digit year and /1 (for Jan-Jun period) or /2 (for Jul-Dec period) No spaces)

B Owner

INSTRUCTIONS:

Give the full legal name of the owner of the cable system in line 1. If the owner is a subsidiary of another corporation, give the full corporate title of the subsidiary, not that of the parent corporation.
In line 2, list any other names under which the owner conducts the business of the cable system.
If there were different owners during the accounting period, only the owner on the last day of the accounting period should submit a single statement of account and royalty fee payment covering the entire accounting period.

Check here if this is the system's first filing. If not, enter the system's ID number assigned by the Licensing Division. **37590** Filing Period

BARCODE DAT

375

1 **LEGAL NAME OF OWNER OF CABLE SYSTEM:**
CNMI Cablevision LLC

2 **BUSINESS NAME(S) OF OWNER OF CABLE SYSTEM (IF DIFFERENT):**
DOCOMO PACIFIC

3 **MAILING ADDRESS OF OWNER OF CABLE SYSTEM:**
890 S. Marine Corps Drive
(Number, street, rural route, apartment, or suite number)
Tamuning, Guam 96913
(City, town, state, zip)

C System

INSTRUCTIONS: In line 1, give any business or trade names used to identify the business and operation of the system unless these names already appear in space B. In line 2, give the mailing address of the system, if different from the address given in space B.

1 **IDENTIFICATION OF CABLE SYSTEM:**

2 **MAILING ADDRESS OF CABLE SYSTEM:**
(Number, street, rural route, apartment, or suite number)
(City, town, state, zip code)

E Secondary Transmission Service: Subscribers and Rates

BLOCK 1

CATEGORY OF SERVICE	NO. OF SUBSCRIBERS	RATE
Residential:		
• Service to first set	1,215	95.00
• Service to additional set(s)		
• FM radio (if separate rate)		
Motel, hotel	635	15.79
Commercial		
Converter		
• Residential		
• Non-residential		

F Services Other Than Secondary Transmissions: Rates

BLOCK 1

CATEGORY OF SERVICE	RATE	CATEGORY OF SERVICE	RATE
Continuing Services:		**Installation: Non-residential**	
• Pay cable	17.00	• Motel, hotel	
• Pay cable—add'l channel		• Commercial	
• Fire protection		• Pay cable	
•Burglar protection		• Pay cable-add'l channel	
Installation: Residential		• Fire protection	
• First set	38.20	• Burglar protection	
• Additional set(s)		**Other services:**	
• FM radio (if separate rate)		• Reconnect	38.20
• Converter		• Disconnect	
		• Outlet relocation	38.20
		• Move to new address	38.20

M Channels

CHANNELS

Instructions: You must give (1) the number of channels on which the cable system carried television broadcast stations to its subscribers and (2) the cable system's total number of activated channels, during the accounting period.

1. Enter the total number of channels on which the cable system carried television broadcast stations **5**

2. Enter the total number of activated channels on which the cable system carried television broadcast stations and nonbroadcast services **228**

N Individual to Be Contacted for Further Information

INDIVIDUAL TO BE CONTACTED IF FURTHER INFORMATION IS NEEDED: (Identify an individual we can contact about this statement of account.)

Name **James W. Hofman, II** Telephone **+1 671 688 2355**

Address **890 S. Marine Corps Drive**
(Number, street, rural route, apartment, or suite number)
Tamuning, Guam 96913
(City, town, state, zip)

Email (optional) **jhofman@docomopacific.com** Fax (optional

O Certifcation

CERTIFICATION (This statement of account must be certifed and signed in accordance with Copyright Office regulations.)
Signature Space O – this form will be submitted with an electronic "/s/" signature (e.g., /s/John Smith). Do not forget to enter an electronic signature by typing "/s/" followed by your name in the signature box in Space O of tab "page 8, space M-O".

Typed or printed name: **/s/ James W. Hofman, II**

Title: **Chief Legal Officer**
(Title of official position held in corporation or partnership)

Date: **March 18, 2020**

Total Gross Receipts $ 648,899.00

OK

Subgroup Gross Receipts Total *$ 648,899.00*

Subgroup		Subgroup/Community Name	Gross Receipts
FIRST	1		$ 648,899.00
SECOND	2		
THIRD	3		
FOURTH	4		
FIFTH	5		
SIXTH	6		
SEVENTH	7		
EIGHTH	8		
NINTH	9		
TENTH	10		
ELEVENTH	11		
TWELVTH	12		
THIRTEENTH	13		
FOURTEENTH	14		
FIFTEENTH	15		
SIXTEENTH	16		
SEVENTEENTH	17		
EIGHTEENTH	18		
NINTEENTH	19		
TWENTIETH	20		
TWENTY-FIRST	21		
TWENTY-SECOND	22		
TWENTY-THIRD	23		
TWENTY-FOURTH	24		
TWENTY-FIFTH	25		
TWENTY-SIXTH	26		
TWENTY-SEVENTH	27		
TWENTY-EIGHTH	28		
TWENTY-NINTH	29		
THIRTIETH	30		
THIRTY-FIRST	31		
THIRTY-SECOND	32		
THIRTY-THIRD	33		
THIRTY-FOURTH	34		
THIRTY-FIFTH	35		
THIRTY-SIXTH	36		
THIRTY-SEVENTH	37		
THIRTY-EIGHTH	38		
THIRTY-NINTH	39		
FORTIETH	40		

1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
KUAM	8	N	Agana, Guam	0.250	
KUAM-LP	11	N	Agana, Guam	0.250	
KEQI-LP	6	I	Dededo, Guam	1.000	
KTGM	7	N	Tamuning, Guam	0.250	
KSPN2	2	N	Garapan, MP	0.250	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
				#N/A	
				#N/A	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
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1. Call Sign	2. B'cast Channel Number	3. Type of Station	6. Location of Station	DSE	Space G Basis of Carriage
				#N/A	
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LEGAL NAME OF OWNER OF CABLE SYSTEM:

CNMI Cablevision LLC

SYSTEM ID#
2019/2

Instructions: Use this sheet to enter any notes or other information that you feel might assist the Copyright Examiner in the examination of your Statement of Account.

This form is effective beginning with the January 1 to June 30, 2017 accounting period (2017/1)
If you are filing for a prior accounting period, contact the Licensing Division for the correct form.

SA3E
Long Form

STATEMENT OF ACCOUNT

for Secondary Transmissions by Cable Systems (Long Form)

General instructions are located in the first tab of this workbook.

FOR COPYRIGHT OFFICE USE ONLY	
DATE RECEIVED	AMOUNT
03/19/2020	$
	ALLOCATION NUMBER

Return completed workbook by email to:

coplicsoa@loc.gov

For additional information, contact the U.S. Copyright Office Licensing Division at: Tel: (202) 707-8150

A Accounting Period

ACCOUNTING PERIOD COVERED BY THIS STATEMENT:

2019/2

B Owner

Instructions:
Give the full legal name of the owner of the cable system. If the owner is a subsidiary of another corporation, give the full corporate title of the subsidiary, not that of the parent corporation.
List any other name or names under which the owner conducts the business of the cable system.
If there were different owners during the accounting period, only the owner on the last day of the accounting period should submit a single statement of account and royalty fee payment covering the entire accounting period.

☐ Check here if this is the system's first filing. If not, enter the system's ID number assigned by the Licensing Division. **37590**

LEGAL NAME OF OWNER/MAILING ADDRESS OF CABLE SYSTEM

CNMI Cablevision LLC
DOCOMO PACIFIC

375902019/2

37590 2019/2

890 S. Marine Corps Drive
Tamuning, Guam 96913

C System

INSTRUCTIONS: In line 1, give any business or trade names used to identify the business and operation of the system unless these names already appear in space B. In line 2, give the mailing address of the system, if different from the address given in space B.

1 **IDENTIFICATION OF CABLE SYSTEM:**

2 **MAILING ADDRESS OF CABLE SYSTEM:**
(Number, street, rural route, apartment, or suite number)
(City, town, state, zip code)

D Area Served

Instructions: For complete space D instructions, see page 1b. Identify only the frst community served below and relist on page 1b with all communities.

First Community

CITY OR TOWN	STATE
Susupe	**MP**

Sample

Below is a sample for reporting communities if you report multiple channel line-ups in Space G.

CITY OR TOWN (SAMPLE)	STATE	CH LINE UP	SUB GRP#
Alda	**MD**	**A**	**1**
Alliance	**MD**	**B**	**2**
Gering	**MD**	**B**	**3**

Privacy Act Notice: Section 111 of title 17 of the United States Code authorizes the Copyright Offce to collect the personally identifying information (PII) requested on this form in order to process your statement of account. PII is any personal information that can be used to identify or trace an individual, such as name, address and telephone numbers. By providing PII, you are agreeing to the routine use of it to establish and maintain a public record, which includes appearing in the Offce's public indexes and in search reports prepared for the public. The effect of not providing the PII requested is that it may delay processing of your statement of account and its placement in the completed record of statements of account, and it may affect the legal suffciency of the fling, a determination that would be made by a court of law.

FORM SA3E. PAGE 1b.

LEGAL NAME OF OWNER OF CABLE SYSTEM:

CNMI Cablevision LLC

SYSTEM ID#
37590

D
Area Served

Instructions: List each separate community served by the cable system. A "community" is the same as a "community unit" as defined in FCC rules: "a separate and distinct community or municipal entity (including unincorporated communities within unincorporated areas and including single, discrete unincorporated areas." 47 C.F.R. §76.5(dd). The frst community that you list will serve as a form of system identifcation hereafter known as the "first community." Please use it as the first community on all future filings.

Note: Entities and properties such as hotels, apartments, condominiums, or mobile home parks should be reported in parentheses below the identified city or town.

If all communities receive the same complement of television broadcast stations (i.e., one channel line-up for all), then either associate all communities with the channel line-up "A" in the appropriate column below or leave the column blank. If you report any stations on a partially distant or partially permitted basis in the DSE Schedule, associate each relevant community with a subscriber group, designated by a number (based on your reporting from Part 9).

When reporting the carriage of television broadcast stations on a community-by-community basis, associate each community with a channel line-up designated by an alpha-letter(s) (based on your Space G reporting) and a subscriber group designated by a number (based on your reporting from Part 9 of the DSE Schedule) in the appropriate columns below.

CITY OR TOWN	STATE	CH LINE UP	SUB GRP#
Susupe	**MP**	**A**	

First Community

See instructions for additional information on alphabetization.

Add rows as necessary.

Name	LEGAL NAME OF OWNER OF CABLE SYSTEM: CNMI Cablevision LLC	SYSTEM ID# 37590

E

Secondary Transmission Service: Subscribers and Rates

SECONDARY TRANSMISSION SERVICE: SUBSCRIBERS AND RATES

In General: The information in space E should cover all categories of secondary transmission service of the cable system, that is, the retransmission of television and radio broadcasts by your system to subscribers. Give information about other services (including pay cable) in space F, not here. All the facts you state must be those existing on the last day of the accounting period (June 30 or December 31, as the case may be).

Number of Subscribers: Both blocks in space E call for the number of subscribers to the cable system, broken down by categories of secondary transmission service. In general, you can compute the number of subscribers in each category by counting the number of billings in that category (the number of persons or organizations charged separately for the particular service at the rate indicated—not the number of sets receiving service).

Rate: Give the standard rate charged for each category of service. Include both the amount of the charge and the unit in which it is generally billed. (Example: "$20/mth"). Summarize any standard rate variations within a particular rate category, but do not include discounts allowed for advance payment.

Block 1: In the left-hand block in space E, the form lists the categories of secondary transmission service that cable systems most commonly provide to their subscribers. Give the number of subscribers and rate for each listed category that applies to your system. **Note:** Where an individual or organization is receiving service that falls under different categories, that person or entity should be counted as a subscriber in each applicable category. Example: a residential subscriber who pays extra for cable service to additional sets would be included in the count under "Service to the first set" and would be counted once again under "Service to additional set(s)."

Block 2: If your cable system has rate categories for secondary transmission service that are different from those printed in block 1 (for example, tiers of services that include one or more secondary transmissions), list them, together with the number of subscribers and rates, in the right-hand block. A two- or three-word description of the service is sufficient.

BLOCK 1			BLOCK 2		
CATEGORY OF SERVICE	NO. OF SUBSCRIBERS	RATE	CATEGORY OF SERVICE	NO. OF SUBSCRIBERS	RATE
Residential:					
• Service to first set	1,215	$ 95.00			
• Service to additional set(s)					
• FM radio (if separate rate)					
Motel, hotel	635	$ 15.79			
Commercial					
Converter					
• Residential					
• Non-residential					

F

Services Other Than Secondary Transmissions: Rates

SERVICES OTHER THAN SECONDARY TRANSMISSIONS: RATES

In General: Space F calls for rate (not subscriber) information with respect to all your cable system's services that were not covered in space E, that is, those services that are not offered in combination with any secondary transmission service for a single fee. There are two exceptions: you do not need to give rate information concerning (1) services furnished at cost or (2) services or facilities furnished to nonsubscribers. Rate information should include both the amount of the charge and the unit in which it is usually billed. If any rates are charged on a variable per-program basis, enter only the letters "PP" in the rate column.

Block 1: Give the standard rate charged by the cable system for each of the applicable services listed.

Block 2: List any services that your cable system furnished or offered during the accounting period that were not listed in block 1 and for which a separate charge was made or established. List these other services in the form of a brief (two- or three-word) description and include the rate for each.

BLOCK 1				BLOCK 2	
CATEGORY OF SERVICE	RATE	CATEGORY OF SERVICE	RATE	CATEGORY OF SERVICE	RATE
Continuing Services:		**Installation: Non-residential**			
• Pay cable	$ 17.00	• Motel, hotel			
• Pay cable—add'l channel		• Commercial			
• Fire protection		• Pay cable			
•Burglar protection		• Pay cable-add'l channel			
Installation: Residential		• Fire protection			
• First set	$ 38.20	• Burglar protection			
• Additional set(s)		**Other services:**			
• FM radio (if separate rate)		• Reconnect	$ 38.20		
• Converter		• Disconnect			
		• Outlet relocation	$ 38.20		
		• Move to new address	$ 38.20		

LEGAL NAME OF OWNER OF CABLE SYSTEM: **CNMI Cablevision LLC**

SYSTEM ID# 37590

Name

PRIMARY TRANSMITTERS: TELEVISION

G

Primary Transmitters: Television

In General: In space G, identify every television station (including translator stations and low power television stations) carried by your cable system during the accounting period, except (1) stations carried only on a part-time basis under FCC rules and regulations in effect on June 24, 1981, permitting the carriage of certain network programs [sections 76.59(d)(2) and (4), 76.61(e)(2) and (4), or 76.63 (referring to 76.61(e)(2) and (4))]; and (2) certain stations carried on a substitute program basis, as explained in the next paragraph.

Substitute Basis Stations: With respect to any distant stations carried by your cable system on a substitute program basis under specifc FCC rules, regulations, or authorizations:

- Do not list the station here in space G—but do list it in space I (the Special Statement and Program Log)—if the station was carried only on a substitute basis.
- List the station here, and also in space I, if the station was carried both on a substitute basis and also on some other basis. For further information concerning substitute basis stations, see page (v) of the general instructions located in the paper SA3 form.

Column 1: List each station's call sign. Do not report origination program services such as HBO, ESPN, etc. Identify each multicast stream associated with a station according to its over-the-air designation. For example, report multicast stream as "WETA-2". Simulcast streams must be reported in column 1 (list each stream separately; for example WETA-simulcast).

Column 2: Give the channel number the FCC has assigned to the television station for broadcasting over-the-air in its community of license. For example, WRC is Channel 4 in Washington, D.C. This may be different from the channel on which your cable system carried the station.

Column 3: Indicate in each case whether the station is a network station, an independent station, or a noncommercial educational station, by entering the letter "N" (for network), "N-M" (for network multicast), "I" (for independent), "I-M" (for independent multicast), "E" (for noncommercial educational), or "E-M" (for noncommercial educational multicast). For the meaning of these terms, see page (v) of the general instructions located in the paper SA3 form.

Column 4: If the station is outside the local service area, (i.e. "distant"), enter "Yes". If not, enter "No". For an explanation of local service area, see page (v) of the general instructions located in the paper SA3 form.

Column 5: If you have entered "Yes" in column 4, you must complete column 5, stating the basis on which your cable system carried the distant station during the accounting period. Indicate by entering "LAC" if your cable system carried the distant station on a part-time basis because of lack of activated channel capacity.

For the retransmission of a distant multicast stream that is not subject to a royalty payment because it is the subject of a written agreement entered into on or before June 30, 2009, between a cable system or an association representing the cable system and a primary transmitter or an association representing the primary transmitter, enter the designation "E" (exempt). For simulcasts, also enter "E". If you carried the channel on any other basis, enter "O." For a further explanation of these three categories, see page (v) of the general instructions located in the paper SA3 form.

Column 6: Give the location of each station. For U.S. stations, list the community to which the station is licensed by the FCC. For Mexican or Canadian stations, if any, give the name of the community with which the station is identifed.

Note: If you are utilizing multiple channel line-ups, use a separate space G for each channel line-up.

CHANNEL LINE-UP AA

1. CALL SIGN	2. B'CAST CHANNEL NUMBER	3. TYPE OF STATION	4. DISTANT? (Yes or No)	5. BASIS OF CARRIAGE (If Distant)	6. LOCATION OF STATION
KUAM	8	N	Yes	0	Agana, Guam
KUAM-LP	11	N	Yes	0	Agana, Guam
KEQI-LP	6	I	Yes	0	Dededo, Guam
KTGM	7	N	Yes	0	Tamuning, Guam
KSPN2	2	N	No		Garapan, MP

See instructions for additional information on alphabetization.

Name	LEGAL NAME OF OWNER OF CABLE SYSTEM: CNMI Cablevision LLC	SYSTEM ID# 37590

H

Primary Transmitters: Radio

PRIMARY TRANSMITTERS: RADIO

In General: List every radio station carried on a separate and discrete basis and list those FM stations carried on an all-band basis whose signals were "generally receivable" by your cable system during the accounting period.

Special Instructions Concerning All-Band FM Carriage: Under Copyright Office regulations, an FM signal is generally receivable if (1) it is carried by the system whenever it is received at the system's headend, and (2) it can be expected, on the basis of monitoring, to be received at the headend, with the system's FM antenna, during certain stated intervals. For detailed information about the the Copyright Office regulations on this point, see page (vi) of the general instructions located in the paper SA3 form.

Column 1: Identify the call sign of each station carried.

Column 2: State whether the station is AM or FM.

Column 3: If the radio station's signal was electronically processed by the cable system as a separate and discrete signal, indicate this by placing a check mark in the "S/D" column.

Column 4: Give the station's location (the community to which the station is licensed by the FCC or, in the case of Mexican or Canadian stations, if any, the community with which the station is identified).

CALL SIGN	AM or FM	S/D	LOCATION OF STATION	CALL SIGN	AM or FM	S/D	LOCATION OF STATION
N/A							

ACCOUNTING PERIOD: 2019/2

LEGAL NAME OF OWNER OF CABLE SYSTEM:
CNMI Cablevision LLC

SYSTEM ID#
37590

Name

I

Substitute Carriage: Special Statement and Program Log

SUBSTITUTE CARRIAGE: SPECIAL STATEMENT AND PROGRAM LOG

In General: In space I, identify every nonnetwork television program broadcast by a distant station that your cable system carried on a substitute basis during the accounting period, under specific present and former FCC rules, regulations, or authorizations. For a further explanation of the programming that must be included in this log, see page (v) of the general instructions located in the paper SA3 form.

1. SPECIAL STATEMENT CONCERNING SUBSTITUTE CARRIAGE

• During the accounting period, did your cable system carry, on a substitute basis, any nonnetwork television program broadcast by a distant station? ☐ **Yes** ☒ **No**

Note: If your answer is "No", leave the rest of this page blank. If your answer is "Yes," you must complete the program log in block 2.

2. LOG OF SUBSTITUTE PROGRAMS

In General: List each substitute program on a separate line. Use abbreviations wherever possible, if their meaning is clear. If you need more space, please attach additional pages.

Column 1: Give the title of every nonnetwork television program (substitute program) that, during the accounting period, was broadcast by a distant station and that your cable system substituted for the programming of another station under certain FCC rules, regulations, or authorizations. See page (vi) of the general instructions located in the paper SA3 form for futher information. Do not use general categories like "movies", or "basketball". List specific program titles, for example, "I Love Lucy" or "NBA Basketball: 76ers vs. Bulls."

Column 2: If the program was broadcast live, enter "Yes." Otherwise enter "No."

Column 3: Give the call sign of the station broadcasting the substitute program.

Column 4: Give the broadcast station's location (the community to which the station is licensed by the FCC or, in the case of Mexican or Canadian stations, if any, the community with which the station is identified).

Column 5: Give the month and day when your system carried the substitute program. Use numerals, with the month first. Example: for May 7 give "5/7."

Column 6: State the times when the substitute program was carried by your cable system. List the times accurately to the nearest five minutes. Example: a program carried by a system from 6:01:15 p.m. to 6:28:30 p.m. should be stated as "6:00–6:30 p.m."

Column 7: Enter the letter "R" if the listed program was substituted for programming that your system was required to delete under FCC rules and regulations in effect during the accounting period; enter the letter "P" if the listed pro gram was substituted for programming that your system was permitted to delete under FCC rules and regulations in effect on October 19, 1976.

SUBSTITUTE PROGRAM				WHEN SUBSTITUTE CARRIAGE OCCURRED			7. REASON FOR DELETION
1. TITLE OF PROGRAM	2. LIVE? Yes or No	3. STATION'S CALL SIGN	4. STATION'S LOCATION	5. MONTH AND DAY	6. TIMES FROM	TO	

Name	LEGAL NAME OF OWNER OF CABLE SYSTEM: CNMI Cablevision LLC	SYSTEM ID# 37590

J

Part-Time Carriage Log

PART-TIME CARRIAGE LOG

In General: This space ties in with column 5 of space G. If you listed a station's basis of carriage as "LAC" for part-time carriage due to lack of activated channel capacity, you are required to complete this log giving the total dates and hours your system carried that station. If you need more space, please attach additional pages.

Column 1 (Call sign): Give the call sign of every distant station whose basis of carriage you identified by "LAC" in column 5 of space G.

Column 2 (Dates and hours of carriage): For each station, list the dates and hours when part-time carriage occurred during the accounting period.

• Give the month and day when the carriage occurred. Use numerals, with the month first. Example: for April 10 give "4/10."

• State the starting and ending times of carriage to the nearest quarter hour. In any case where carriage ran to the end of the television station's broadcast day, you may give an approximate ending hour, followed by the abbreviation "app." Example: "12:30 a.m.– 3:15 a.m. app."

• You may group together any dates when the hours of carriage were the same. Example: "5/10-5/14, 6:00 p.m.–12:00 p.m."

DATES AND HOURS OF PART-TIME CARRIAGE

CALL SIGN	WHEN CARRIAGE OCCURRED			CALL SIGN	WHEN CARRIAGE OCCURRED		
	DATE	HOURS FROM	HOURS TO		DATE	HOURS FROM	HOURS TO
N/A							

LEGAL NAME OF OWNER OF CABLE SYSTEM: **CNMI Cablevision LLC**

SYSTEM ID# 37590

Name

GROSS RECEIPTS

Instructions: The figure you give in this space determines the form you fle and the amount you pay. Enter the total of all amounts (gross receipts) paid to your cable system by subscribers for the system's secondary transmission service (as identifed in space E) during the accounting period. For a further explanation of how to compute this amount, see page (vii) of the general instructions.

Gross receipts from subscribers for secondary transmission service(s) during the accounting period. ..... **$ 648,899.00** (Amount of gross receipts)

IMPORTANT: You must complete a statement in space P concerning gross receipts.

K
Gross Receipts

COPYRIGHT ROYALTY FEE

Instructions: Use the blocks in this space L to determine the royalty fee you owe:

- Complete block 1, showing your minimum fee.
- Complete block 2, showing whether your system carried any distant television stations.
- If your system did not carry any distant television stations, leave block 3 blank. Enter the amount of the minimum fee from block 1 on line 1 of block 4, and calculate the total royalty fee.
- If your system did carry any distant television stations, you must complete the applicable parts of the DSE Schedule accompanying this form and attach the schedule to your statement of account.

▶ If part 8 or part 9, block A, of the DSE schedule was completed, the base rate fee should be entered on line 1 of block 3 below.

▶ If part 6 of the DSE schedule was completed, the amount from line 7 of block C should be entered on line 2 in block 3 below.

▶ If part 7 or part 9, block B, of the DSE schedule was completed, the surcharge amount should be entered on line 2 in block 4 below.

L
Copyright Royalty Fee

Block 1

MINIMUM FEE: All cable systems with semiannual gross receipts of $527,600 or more are required to pay at least the minimum fee, regardless of whether they carried any distant stations. This fee is 1.064 percent of the system's gross receipts for the accounting period.

Line 1. Enter the amount of gross receipts from space K — **$ 648,899.00**

Line 2. Multiply the amount in line 1 by 0.01064
Enter the result here.
This is your minimum fee. — **$ 6,904.29**

Block 2

DISTANT TELEVISION STATIONS CARRIED: Your answer here must agree with the information you gave in space G. If, in space G, you identifed any stations as "distant" by stating "Yes" in column 4, you must check "Yes" in this block.

• Did your cable system carry any distant television stations during the accounting period?

[X] Yes—Complete the DSE schedule. [ ] No—Leave block 3 below blank and complete line 1, block 4.

Block 3

Line 1. **BASE RATE FEE:** Enter the base rate fee from either part 8, section 3 or 4, or part 9, block A of the DSE schedule. If none, enter zero — **$ 11,453.07**

Line 2. **3.75 Fee:** Enter the total fee from line 7, block C, part 6 of the DSE schedule. If none, enter zero — **0.00**

Line 3. Add lines 1 and 2 and enter here — **$ 11,453.07**

Block 4

Line 1. **BASE RATE FEE/3.75 FEE or MINIMUM FEE:** Enter either the minimum fee from block 1 or the sum of the base rate fee / 3.75 fee from block 3, line 3, whichever is larger — **$ 11,453.07**

Line 2. **SYNDICATED EXCLUSIVITY SURCHARGE:** Enter the fee from either part 7 (block D, section 3 or 4) or part 9 (block B) of the DSE schedule. If none, enter zero. — **0.00**

Line 3. Line 3. **INTEREST CHARGE:** Enter the amount from line 4, space Q, page 9 (Interest Worksheet) . . . . . — **0.00**

Line 4. **FILING FEE.** . . . . . — **$ 725.00**

TOTAL ROYALTY AND FILING FEES DUE FOR ACCOUNTING PERIOD.
Add Lines 1, 2 and 3 of block 4 and enter total here . . . . . — **$ 12,178.07**

Remit this amount via *electronic payment* payable to Register of Copyrights. (See page (i) of the general instructions located in the paper SA3 form for more information.)

Cable systems submitting additional deposits under Section 111(d)(7) should contact the Licensing Division for the appropriate form for submitting the additional fees.

Name	LEGAL NAME OF OWNER OF CABLE SYSTEM: CNMI Cablevision LLC	SYSTEM ID# 37590

M

Channels

CHANNELS

Instructions: You must give (1) the number of channels on which the cable system carried television broadcast stations to its subscribers and (2) the cable system's total number of activated channels, during the accounting period.

1. Enter the total number of channels on which the cable system carried television broadcast stations **5**

2. Enter the total number of activated channels on which the cable system carried television broadcast stations and nonbroadcast services **228**

N

Individual to Be Contacted for Further Information

INDIVIDUAL TO BE CONTACTED IF FURTHER INFORMATION IS NEEDED: (Identify an individual we can contact about this statement of account.)

Name **James W. Hofman, II** Telephone **+1 671 688 2355**

Address **890 S. Marine Corps Drive**
(Number, street, rural route, apartment, or suite number)

Tamuning, Guam 96913
(City, town, state, zip)

Email jhofman@docomopacific.com Fax (optional)

O

Certifcation

CERTIFICATION (This statement of account must be certifed and signed in accordance with Copyright Office regulations.)

- **I**, the undersigned, hereby certify that (Check one, *but only one* , of the boxes.)

☐ **(Owner other than corporation or partnership)** I am the owner of the cable system as identifed in line 1 of space B; or

☐ **(Agent of owner other than corporation or partnership)** I am the duly authorized agent of the owner of the cable system as identified in line 1 of space B and that the owner is not a corporation or partnership; or

☒ **(Officer or partner)** I am an officer (if a corporation) or a partner (if a partnership) of the legal entity identifed as owner of the cable system in line 1 of space B.

- I have examined the statement of account and hereby declare under penalty of law that all statements of fact contained herein are true, complete, and correct to the best of my knowledge, information, and belief, and are made in good faith. [18 U.S.C., Section 1001(1986)]

X **/s/ James W. Hofman, II**

Enter an electronic signature on the line above using an "/s/" signature to certify this statement. (e.g., /s/ John Smith). Before entering the first forward slash of the /s/ signature, place your cursor in the box and press the "F2" button, then type /s/ and your name. Pressing the "F" button will avoid enabling Excel's Lotus compatibility settings.

Typed or printed name: **/s/ James W. Hofman, II**

Title: **Chief Legal Officer**
(Title of official position held in corporation or partnership)

Date: March 18, 2020

Privacy Act Notice: Section 111 of title 17 of the United States Code authorizes the Copyright Offce to collect the personally identifying information (PII) requested on this form in order to process your statement of account. PII is any personal information that can be used to identify or trace an individual, such as name, address and telephone numbers. By providing PII, you are agreeing to the routine use of it to establish and maintain a public record, which includes appearing in the Offce's public indexes and in search reports prepared for the public. The effect of not providing the PII requested is that it may delay processing of your statement of account and its placement in the completed record of statements of account, and it may affect the legal suffciency of the fling, a determination that would be made by a court of law.

DSE SCHEDULE. PAGE 11. (CONTINUED)

1	LEGAL NAME OF OWNER OF CABLE SYSTEM: **CNMI Cablevision LLC**	**SYSTEM ID# 37590**

SUM OF DSEs OF CATEGORY "O" STATIONS:
• Add the DSEs of each station.
Enter the sum here and in line 1 of part 5 of this schedule. **2.00**

2

Computation of DSEs for Category "O" Stations

Instructions:
In the column headed "Call Sign": list the call signs of all distant stations identified by the letter "O" in column 5 of space G (page 3).
In the column headed "DSE": for each independent station, give the DSE as "1.0"; for each network or noncommercial educational station, give the DSE as ".25."

CATEGORY "O" STATIONS: DSEs

CALL SIGN	DSE	CALL SIGN	DSE	CALL SIGN	DSE
KUAM	0.250				
KUAM-LP	0.250				
KEQI-LP	1.000				
KTGM	0.250				
KSPN2	0.250				

Add rows as necessary. Remember to copy all formula into new rows.

Name	LEGAL NAME OF OWNER OF CABLE SYSTEM:	SYSTEM ID#
	CNMI Cablevision LLC	37590

3

Computation of DSEs for Stations Carried Part Time Due to Lack of Activated Channel Capacity

Instructions: CAPACITY

Column 1: List the call sign of all distant stations identified by "LAC" in column 5 of space G (page 3).

Column 2: For each station, give the number of hours your cable system carried the station during the accounting period. This figure should correspond with the information given in space J. Calculate only one DSE for each station.

Column 3: For each station, give the total number of hours that the station broadcast over the air during the accounting period.

Column 4: Divide the figure in column 2 by the figure in column 3, and give the result in decimals in column 4. This figure must be carried out at least to the third decimal point. This is the "basis of carriage value" for the station.

Column 5: For each independent station, give the "type-value" as "1.0." For each network or noncommercial educational station, give the type-value as ".25."

Column 6: Multiply the figure in column 4 by the figure in column 5, and give the result in column 6. Round to no less than the third decimal point. This is the station's DSE. (For more information on rounding, see page (viii) of the general instructions in the paper SA3 form.

CATEGORY LAC STATIONS: COMPUTATION OF DSEs

1. CALL SIGN	2. NUMBER OF HOURS CARRIED BY SYSTEM	3. NUMBER OF HOURS STATION ON AIR	4. BASIS OF CARRIAGE VALUE	5. TYPE VALUE	6. DSE
	÷	=	x	=	
	÷	=	x	=	
	÷	=	x	=	
	÷	=	x	=	
	÷	=	x	=	
	÷	=	x	=	
	÷	=	x	=	
	÷	=	x	=	

SUM OF DSEs OF CATEGORY LAC STATIONS:
Add the DSEs of each station.
Enter the sum here and in line 2 of part 5 of this schedule, ... u **0.00**

4

Computation of DSEs for Substitute-Basis Stations

Instructions:

Column 1: Give the call sign of each station listed in space I (page 5, the Log of Substitute Programs) if that station:

- Was carried by your system in substitution for a program that your system was permitted to delete under FCC rules and regulations in effect on October 19, 1976 (as shown by the letter "P" in column 7 of space I); and
- Broadcast one or more live, nonnetwork programs during that optional carriage (as shown by the word "Yes" in column 2 of space I).

Column 2: For each station give the number of live, nonnetwork programs carried in substitution for programs that were deleted at your option. This figure should correspond with the information in space I.

Column 3: Enter the number of days in the calendar year: 365, except in a leap year.

Column 4: Divide the figure in column 2 by the figure in column 3, and give the result in column 4. Round to no less than the third decimal point. This is the station's DSE (For more information on rounding, see page (viii) of the general instructions in the paper SA3 form).

SUBSTITUTE-BASIS STATIONS: COMPUTATION OF DSEs

1. CALL SIGN	2. NUMBER OF PROGRAMS	3. NUMBER OF DAYS IN YEAR	4. DSE	1. CALL SIGN	2. NUMBER OF PROGRAMS	3. NUMBER OF DAYS IN YEAR	4. DSE
	÷	=			÷	=	
	÷	=			÷	=	
	÷	=			÷	=	
	÷	=			÷	=	
	÷	=			÷	=	
	÷	=			÷	=	

SUM OF DSEs OF SUBSTITUTE-BASIS STATIONS:
Add the DSEs of each station.
Enter the sum here and in line 3 of part 5 of this schedule, ... u **0.00**

5

Total Number of DSEs

TOTAL NUMBER OF DSEs: Give the amounts from the boxes in parts 2, 3, and 4 of this schedule and add them to provide the total number of DSEs applicable to your system.

1. Number of DSEs from part 2 = _____ u **2.00**
2. Number of DSEs from part 3 = _____ u **0.00**
3. Number of DSEs from part 4 = _____ u **0.00**

TOTAL NUMBER OF DSEs _____ u **2.00**

LEGAL NAME OF OWNER OF CABLE SYSTEM:
CNMI Cablevision LLC

SYSTEM ID#
37590

Name

6

Computation of 3.75 Fee

Instructions: Block A must be completed.
In block A:
• If your answer if "Yes," leave the remainder of part 6 and part 7 of the DSE schedule blank and complete part 8, (page 16) of the schedule.
• If your answer if "No," complete blocks B and C below.

BLOCK A: TELEVISION MARKETS

Is the cable system located wholly outside of all major and smaller markets as defined under section 76.5 of FCC rules and regulations in effect on June 24, 1981?

☐ Yes—Complete part 8 of the schedule—DO NOT COMPLETE THE REMAINDER OF PART 6 AND 7.

☒ No—Complete blocks B and C below.

BLOCK B: CARRIAGE OF PERMITTED DSEs

Column 1: CALL SIGN — List the call signs of distant stations listed in part 2, 3, and 4 of this schedule that your system was permitted to carry under FCC rules and regulations prior to June 25, 1981. For further explanation of permitted stations, see the instructions for the DSE Schedule. (Note: The letter M below refers to an exempt multicast stream as set forth in the Satellite Television Extension and Localism Act of 2010.)

Column 2: BASIS OF PERMITTED CARRIAGE — Enter the appropriate letter indicating the basis on which you carried a permitted station.
(Note the FCC rules and regulations cited below pertain to those in effect on June 24, 1981.)

A Stations carried pursuant to the FCC market quota rules [76.57, 76.59(b), 76.61(b)(c), 76.63(a) referring to 76.61(b)(c)]
B Specialty station as defined in 76.5(kk) (76.59(d)(1), 76.61(e)(1), 76.63(a) referring to 76.61(e)(1)
C Noncommerical educational station [76.59(c), 76.61(d), 76.63(a) referring to 76.61(d)]
D Grandfathered station (76.65) (see paragraph regarding substitution of grandfathered stations in the instructions for DSE schedule).
E Carried pursuant to individual waiver of FCC rules (76.7)
*F A station previously carried on a part-time or substitute basis prior to June 25, 1981
G Commercial UHF station within grade-B contour, [76.59(d)(5), 76.61(e)(5), 76.63(a) referring to 76.61(e)(5)]
M Retransmission of a distant multicast stream.

Column 3: List the DSE for each distant station listed in parts 2, 3, and 4 of the schedule.
*(**Note:** For those stations identified by the letter "F" in column 2, you must complete the worksheet on page 14 of this schedule to determine the DSE.)

1. CALL SIGN	2. PERMITTED BASIS	3. DSE	1. CALL SIGN	2. PERMITTED BASIS	3. DSE	1. CALL SIGN	2. PERMITTED BASIS	3. DSE

0.00

BLOCK C: COMPUTATION OF 3.75 FEE

Line 1: Enter the total number of DSEs from part 5 of this schedule _____

Line 2: Enter the sum of permitted DSEs from block B above _____

Line 3: Subtract line 2 from line 1. This is the total number of DSEs subject to the 3.75 rate.
(If zero, leave lines 4–7 blank and proceed to part 7 of this schedule) _____

Line 4: Enter gross receipts from space K (page 7) _____
x 0.0375

Line 5: Multiply line 4 by 0.0375 and enter sum here _____
x

Line 6: Enter total number of DSEs from line 3 _____

Line 7: Multiply line 6 by line 5 and enter here and on line 2, block 3, space L (page 7) **0.00**

Do any of the DSEs represent partially permited/ partially nonpermitted carriage? If yes, see part 9 instructions.

Name	LEGAL NAME OF OWNER OF CABLE SYSTEM: **CNMI Cablevision LLC**	**SYSTEM ID# 37590**

Worksheet for Computating the DSE Schedule for Permitted Part-Time and Substitute Carriage

Instructions: You must complete this worksheet for those stations identifed by the letter "F" in column 2 of block B, part 6 (i.e., those stations carried prior to June 25, 1981, under former FCC rules governing part-time and substitute carriage.)
Column 1: List the call sign for each distant station identifed by the letter "F" in column 2 of part 6 of the DSE schedule.
Column 2: Indicate the DSE for this station for a single accounting period, occurring between January 1, 1978 and June 30, 1981.
Column 3: Indicate the accounting period and year in which the carriage and DSE occurred (e.g., 1981/1).
Column 4: Indicate the basis of carriage on which the station was carried by listing one of the following letters:
(Note that the FCC rules and regulations cited below pertain to those in effect on June 24, 1981.)
A—Part-time specialty programming: Carriage, on a part-time basis, of specialty programming under FCC rules, sections 76.59(d)(1),76.61(e)(1), or 76.63 (referring to 76.61(e)(1)).
B—Late-night programming: Carriage under FCC rules, sections 76.59(d)(3), 76.61(e)(3), or 76.63 (referring to 76.61(e)(3)).
S—Substitute carriage under certain FCC rules, regulations, or authorizations. For further explanation, see page (vi) of the general instructions in the paper SA3 form.
Column 5: Indicate the station's DSE for the current accounting period as computed in parts 2, 3, and 4 of this schedule.
Column 6: Compare the DSE figures listed in columns 2 and 5 and list the smaller of the two figures here. This figure should be entered in block B, column 3 of part 6 for this station.

IMPORTANT: The information you give in columns 2, 3, and 4 must be accurate and is subject to verifcation from the designated statement of account on fle in the Licensing Division.

PERMITTED DSE FOR STATIONS CARRIED ON A PART-TIME AND SUBSTITUTE BASIS

1. CALL SIGN	2. PRIOR DSE	3. ACCOUNTING PERIOD	4. BASIS OF CARRIAGE	5. PRESENT DSE	6. PERMITTED DSE

7

Computation of the Syndicated Exclusivity Surcharge

Instructions: Block A must be completed.
In block A:
If your answer is "Yes," complete blocks B and C, below.
If your answer is "No," leave blocks B and C blank and complete part 8 of the DSE schedule.

BLOCK A: MAJOR TELEVISION MARKET

• Is any portion of the cable system within a top 100 major television market as defned by section 76.5 of FCC rules in effect June 24, 1981?

☐ Yes—Complete blocks B and C . ☒ No—Proceed to part 8

BLOCK B: Carriage of VHF/Grade B Contour Stations

Is any station listed in block B of part 6 the primary stream of a commercial VHF station that places a grade B contour, in whole or in part, over the cable system?

☐ Yes—List each station below with its appropriate permitted DSE
☒ No—Enter zero and proceed to part 8.

CALL SIGN	DSE	CALL SIGN	DSE
		TOTAL DSEs	0.00

BLOCK C: Computation of Exempt DSEs

Was any station listed in block B of part 7 carried in any community served by the cable system prior to March 31, 1972? (refer to former FCC rule 76.159)

☐ Yes—List each station below with its appropriate permitted DSE
☒ No—Enter zero and proceed to part 8.

CALL SIGN	DSE	CALL SIGN	DSE
		TOTAL DSEs	0.00

LEGAL NAME OF OWNER OF CABLE SYSTEM: **CNMI Cablevision LLC**

SYSTEM ID# 37590

Name

BLOCK D: COMPUTATION OF THE SYNDICATED EXCLUSIVITY SURCHARGE

7

Computation of the Syndicated Exclusivity Surcharge

Section 1

Enter the amount of gross receipts from space K (page 7) . . . . ▶ $ 648,899.00

Section 2

A. Enter the total DSEs from block B of part 7 . . . . ▶ 0.00

B. Enter the total number of exempt DSEs from block C of part 7 . . . . ▶ 0.00

C. Subtract line B from line A and enter here. This is the total number of DSEs subject to the surcharge computation. **If zero, proceed to part 8.** . . . . ▶ $ 0.00

• Is any portion of the cable system within a top 50 television market as defned by the FCC?

☐ Yes—Complete section 3 below. ☒ No—Complete section 4 below.

SECTION 3: TOP 50 TELEVISION MARKET

Section 3a

• Did your cable system retransmit the signals of any partially distant television stations during the accounting period?

☒ Yes—Complete part 9 of this schedule. ☐ No—Complete the applicable section below.

If the figure in section 2, line C is 4.000 or less, compute your surcharge here and leave section 3b blank. NOTE: If the DSE is 1.0 or less, multiply the gross receipts by .00599 by the DSE. Enter the result on line A below.

A. Enter 0.00599 of gross receipts (the amount in section1) . . . . ▶ $

B. Enter 0.00377 of gross receipts (the amount in section 1) . . . . ▶ $

C. Subtract 1.000 from total permitted DSEs (the figure on line C in section 2) and enter here . . . . ▶

D. Multiply line B by line C and enter here . . . . ▶

E. Add lines A and D. This is your surcharge. Enter here and on line 2 of block 4 in space L (page 7) **Syndicated Exclusivity Surcharge** . . . . ▶ $

Section 3b

If the figure in section 2, line C is more than 4.000, compute your surcharge here and leave section 3a blank.

A. Enter 0.00599 of gross receipts (the amount in section 1) . . . . ▶ $

B. Enter 0.00377 of gross receipts (the amount in section 1) . . . . ▶ $

C. Multiply line B by 3.000 and enter here . . . . ▶ $

D. Enter 0.00178 of gross receipts (the amount in section 1) . . . . ▶ $

E. Subtract 4.000 from total DSEs (the fgure on line C in section 2) and enter here

F. Multiply line D by line E and enter here . . . . ▶ $

G. Add lines A, C, and F. This is your surcharge. Enter here and on line 2 of block 4 in space L (page 7) **Syndicated Exclusivity Surcharge** . . . . ▶ $

SECTION 4: SECOND 50 TELEVISION MARKET

Section 4a

Did your cable system retransmit the signals of any partially distant television stations during the accounting period?

☒ Yes—Complete part 9 of this schedule. ☐ No—Complete the applicable section below.

If the figure in section 2, line C is 4.000 or less, compute your surcharge here and leave section 4b blank. NOTE: If the DSE is 1.0 or less, multiply the gross receipts by 0.003 by the DSE. Enter the result on line A below.

A. Enter 0.00300 of gross receipts (the amount in section 1) . . . . ▶ $

B. Enter 0.00189 of gross receipts (the amount in section 1) . . . . ▶ $

C.Subtract 1.000 from total permitted DSEs (the fgure on line C in section 2) and enter here . . . . ▶

D. Multiply line B by line C and enter here . . . . ▶ $

E. Add lines A and D. This is your surcharge. Enter here and on line 2 of block 4 in space L (page 7) **Syndicated Exclusivity Surcharge** . . . . ▶ $

Name	LEGAL NAME OF OWNER OF CABLE SYSTEM: CNMI Cablevision LLC	SYSTEM ID# 37590

7 Computation of the Syndicated Exclusivity Surcharge

Section 4b

If the figure in section 2, line C is more than 4.000, compute your surcharge here and leave section 4a blank.

A. Enter 0.00300 of gross receipts (the amount in section 1). . . . . u $

B. Enter 0.00189 of gross receipts (the amount in section 1). . . . . u $

C. Multiply line B by 3.000 and enter here. . . . . u $

D. Enter 0.00089 of gross receipts (the amount in section 1). . . . . u $

E. Subtract 4.000 from the total DSEs (the figure on line C in section 2) and enter here. . . . . u

F. Multiply line D by line E and enter here . . . . . u $

G. Add lines A, C, and F. This is your surcharge. Enter here and on line 2, block 4, space L (page 7)

Syndicated Exclusivity Surcharge. . . . . . u $

8 Computation of Base Rate Fee

Instructions:

You must complete this part of the DSE schedule for the SUM OF PERMITTED DSEs in part 6, block B; however, if block A of part 6 was checked "Yes," use the total number of DSEs from part 5.

- In block A, indicate, by checking "Yes" or "No," whether your system carried any partially distant stations.
- If your answer is "No," compute your system's base rate fee in block B. Leave part 9 blank.
- If your answer is "Yes" (that is, if you carried one or more partially distant stations), you must complete part 9. Leave block B below blank.

What is a partially distant station? A station is "partially distant" if, at the time your system carried it, some of your subscribers were located within that station's local service area and others were located outside that area. For the definition of a station's "local service area," see page (v) of the general instructions.

BLOCK A: CARRIAGE OF PARTIALLY DISTANT STATIONS

- Did your cable system retransmit the signals of any partially distant television stations during the accounting period?

[X] Yes—Complete part 9 of this schedule. [ ] No—Complete the following sections.

BLOCK B: NO PARTIALLY DISTANT STATIONS—COMPUTATION OF BASE RATE FEE

Section 1

Enter the amount of gross receipts from space K (page 7). . . . . u $

Section 2

Enter the total number of permitted DSEs from block B, part 6 of this schedule. (If block A of part 6 was checked "Yes," use the total number of DSEs from part 5.). . . . . u

Section 3

If the figure in section 2 is **4.000 or less,** compute your base rate fee here and leave section 4 blank.

NOTE: If the DSE is 1.0 or less, multiply the gross receipts by 0.01064 by the DSE. Enter the result on line A below.

A. Enter 0.01064 of gross receipts (the amount in section 1). . . . . u $

B. Enter 0.00701 of gross receipts (the amount in section 1). . . . . u

C. Subtract 1.000 from total DSEs (the figure in section 2) and enter here. . . . . u -

D. Multiply line B by line C and enter here. . . . . u $

E. Add lines A, and D. This is your base rate fee. Enter here and in block 3, line 1, space L (page 7)

Base Rate Fee. . . . . . u $ 0.00

LEGAL NAME OF OWNER OF CABLE SYSTEM: **CNMI Cablevision LLC**

SYSTEM ID# 37590

Name

Section 4

If the figure in section 2 is **more than 4.000**, compute your base rate fee here and leave section 3 blank.

8

Computation of Base Rate Fee

A. Enter 0.01064 of gross receipts (the amount in section 1) ..... u **$**

B. Enter 0.00701 of gross receipts (the amount in section 1) ..... u **$**

C. Multiply line B by 3.000 and enter here ..... u **$**

D. Enter 0.00330 of gross receipts (the amount in section 1) ..... u **$**

E. Subtract 4.000 from total DSEs (the figure in section 2) and enter here ..... u

F. Multiply line D by line E and enter here ..... u **$**

G. Add lines A, C, and F. This is your base rate fee. Enter here and in block 3, line 1, space L (page 7)
Base Rate Fee ..... u **$ 0.00**

9

Computation of Base Rate Fee and Syndicated Exclusivity Surcharge for Partially Distant Stations, and for Partially Permitted Stations

IMPORTANT: It is no longer necessary to report television signals on a system-wide basis. Carriage of television broadcast signals shall instead be reported on a community-by-community basis (subscriber groups) if the cable system reported multiple channel line-ups in Space G.

In General: If any of the stations you carried were partially distant, the statute allows you, in computing your base rate fee, to exclude receipts from subscribers located within the station's local service area, from your system's total gross receipts. To take advantage of this exclusion, you must:

First: Divide all of your subscribers into subscriber groups, each group consisting entirely of subscribers that are distant to the same station or the same group of stations. Next: Treat each subscriber group as if it were a separate cable system. Determine the number of DSEs and the portion of your system's gross receipts attributable to that group, and calculate a separate base rate fee for each group.

Finally: Add up the separate base rate fees for each subscriber group. That total is the base rate fee for your system.

NOTE: If any portion of your cable system is located within the top 100 television market and the station is not exempt in part 7, you must also compute a Syndicated Exclusivity Surcharge for each subscriber group. In this case, complete both block A and B below. However, if your cable system is wholly located outside all major television markets, complete block A only.

How to Identify a Subscriber Group for Partially Distant Stations

Step 1: For each community served, determine the local service area of each wholly distant and each partially distant station you carried to that community.

Step 2: For each wholly distant and each partially distant station you carried, determine which of your subscribers were located outside the station's local service area. A subscriber located outside the local service area of a station is distant to that station (and, by the same token, the station is distant to the subscriber.)

Step 3: Divide your subscribers into subscriber groups according to the complement of stations to which they are distant. Each subscriber group must consist entirely of subscribers who are distant to exactly the same complement of stations. Note that a cable system will have only one subscriber group when the distant stations it carried have local service areas that coincide.

Computing the base rate fee for each subscriber group: Block A contains separate sections, one for each of your system's subscriber groups.

In each section:

• Identify the communities/areas represented by each subscriber group.

• Give the call sign for each of the stations in the subscriber group's complement—that is, each station that is distant to all of the subscribers in the group.

• If:

1) your system is located wholly outside all major and smaller television markets, give each station's DSE as you gave it in parts 2, 3, and 4 of this schedule; or,

2) any portion of your system is located in a major or smaller televison market, give each station's DSE as you gave it in block B, part 6 of this schedule.

• Add the DSEs for each station. This gives you the total DSEs for the particular subscriber group.

• Calculate gross receipts for the subscriber group. For further explanation of gross receipts see page (vii) of the general instructions in the paper SA3 form.

• Compute a base rate fee for each subscriber group using the formula outline in block B of part 8 of this schedule on the preceding page. In making this computation, use the DSE and gross receipts figure applicable to the particular subscriber group (that is, the total DSEs for that group's complement of stations and total gross receipts from the subscribers in that group). You do not need to show your actual calculations on the form.

Name	LEGAL NAME OF OWNER OF CABLE SYSTEM: CNMI Cablevision LLC	SYSTEM ID# 37590

Guidance for Computing the Royalty Fee for Partially Permitted/Partially NonPermitted Signals

Step 1: Use part 9, block A, of the DSE Schedule to establish subscriber groups to compute the base rate fee for wholly and partially permitted distant signals. Write "Permitted Signals" at the top of the page. Note: One or more permitted signals in these subscriber groups may be partially distant.

Step 2: Use a separate part 9, block A, to compute the 3.75 percent fee for wholly nonpermitted and partially nonpermitted distant signals. Write "Nonpermitted 3.75 stations" at the top of this page. Multiply the subscriber group gross receipts by total DSEs by .0375 and enter the grand total 3.75 percent fees on line 2, block 3, of space L. Important: The sum of the gross receipts reported for each part 9 used in steps 1 and 2 must equal the amount reported in space K.

Step 3: Use part 9, block B, to compute a syndicated exclusivity surcharge for any wholly or partially permitted distant signals from step 1 that is subject to this surcharge.

Guidance for Computing the Royalty Fee for Carriage of Distant and Partially Distant Multicast Streams

Step 1: Use part 9, Block A, of the DSE Schedule to report each distant multicast stream of programming that is transmitted from a primary television broadcast signal. Only the base rate fee should be computed for each multicast stream. The 3.75 Percent Rate and Syndicated Exclusivity Surcharge are not applicable to the secondary transmission of a multicast stream.

You must report but not assign a DSE value for the retransmission of a multicast stream that is the subject of a written agreement entered into on or before June 30, 2009 between a cable system or an association representing the cable system and a primary transmitter or an association representing the primary transmitter.

LEGAL NAME OF OWNER OF CABLE SYSTEM: **CNMI Cablevision LLC**

SYSTEM ID# 37590

Name

9 Computation of Base Rate Fee and Syndicated Exclusivity Surcharge for Partially Distant Stations

BLOCK A: COMPUTATION OF BASE RATE FEES FOR EACH SUBSCRIBER GROUP

FIRST SUBSCRIBER GROUP

COMMUNITY/ AREA 0

CALL SIGN	DSE	CALL SIGN	DSE
KUAM	0.25		
KUAM-LP	0.25		
KEQI-LP	1.00		
KTGM	0.25		
KSPN2	0.25		

Total DSEs 2.00

Gross Receipts First Group $ 648,899.00

Base Rate Fee First Group $ 11,453.07

SECOND SUBSCRIBER GROUP

COMMUNITY/ AREA 0

CALL SIGN	DSE	CALL SIGN	DSE

Total DSEs 0.00

Gross Receipts Second Group $ 0.00

Base Rate Fee Second Group $ 0.00

THIRD SUBSCRIBER GROUP

COMMUNITY/ AREA 0

CALL SIGN	DSE	CALL SIGN	DSE

Total DSEs 0.00

Gross Receipts Third Group $ 0.00

Base Rate Fee Third Group $ 0.00

FOURTH SUBSCRIBER GROUP

COMMUNITY/ AREA 0

CALL SIGN	DSE	CALL SIGN	DSE

Total DSEs 0.00

Gross Receipts Fourth Group $ 0.00

Base Rate Fee Fourth Group $ 0.00

Base Rate Fee: Add the **base rate fees** for each subscriber group as shown in the boxes above.
Enter here and in block 3, line 1, space L (page 7) $ 11,453.07

CONTROL #: 37590 **REMITTANCE #:** 120256

Cable Worksheet

$9,970.68	2	
Total amount of remittance	**Number of SAs rec'd**	**Initials**

3/18/2020

Date of remittance ☐Check ☑EFT ☑FILING FEES

Cable ID #	**37590**			**Amount**	**Initials**
Examined by	**Reviewed by**	**Date examination completed**	**Allocation number** 1022768	$9,903.68	HR

Space A Accounting Period		
	☐January 1 - June 30, 20__	☐July 1 - December 31, 20__
	☐Letter sent	☐Information received
	☐Accepted	☐Phone call/Date/Contact
Space B Owner		
	☐Letter sent	☐Information received
	☐Accepted	☐Phone call/Date/Contact
Space D Area Served		
	☐Letter sent	☐Information received
	☐Accepted	☐Phone call/Date/Contact
Space E Secondary Transission Service Subscribers: and Rates		
	☐Letter sent	☐Information received
	☐Accepted	☐Phone call/Date/Contact
Space G Primary Transmitters: Television		
	☐Letter sent	☐Information received
	☐Accepted	☐Phone call/Date/Contact
Space H Primary Transmitters: Radio		
	☐Accepted	☐Phone call/Date/Contact

		Space I Substitute Carriage
☐Letter sent	☐Information received	
☐Accepted	☐Phone call/Date/Contact	
		Space J Part-time Carriage Log (SA3 only)
☐Letter sent	☐Information received	
☐Accepted	☐Phone call/Date/Contact	
		Space K Gross Receipts
☐Letter sent	☐Information received	
☐Accepted	☐Phone call/Date/Contact	
		Space L Copyright Filing and Royalty Fees
☐Royalty Fee should be	☐Refund request to fiscal	
☐Letter sent	☐Information received	
☐Accepted	☐Phoe call/Date/Contact	
		Space M Channels
☐Letter sent	☐Information received	
☐Accepted	☐Phone call/Date/Contact	
		Space O Certification
☐Letter sent	☐Information received	
☐Accepted	☐Phone call/Date/Contact	
		Space P Statement of Gross Receipts
☐Letter sent	☐Information received	
☐Accepted	☐Phone call/Date/Contact	
		Space Q Interest Assessment
☐Letter sent	☐Info/add'l fee received	
☐Accepted	☐Phone call/Date/Contact	