

BILLING REPORTS

General

Billing Reports provide specific billing information that enables customers to analyze and manage their monthly account billing data. The information will be provided as paper reports only.

The Billing Reports that are available include, but may not be limited to, summary of total or current listed charges, monthly service details per telephone number or by type of service, other charges and credits detail, and local usage summary by telephone number.

Most of the Billing Reports may include departmental/hierarchy groupings assigned by the customer.

Regulations

The customer may subscribe to more than one report at the time of the Initial Subscription.

A report shall be established and/or discontinued effective with the next available full billing period following the customer's request.

Multiple accounts may be combined on the same report. Charges for the service where multiple accounts are combined on one report will be billed to a master account chosen by the customer.

The accounts which will appear on a report will be determined by the customer at the time of the Initial Subscription for the service. The customer may subsequently delete and/or add account(s) on Billing Reports at the Account Change Charge set forth in the following.

Reports will be mailed to the customer within fifteen (15) days after the bill date. If more than one account is included on an individual report, the report will be mailed based on the account with the latest billing period.

The Company's liability for a lost, damaged or defective report is limited to the re-creation of the report upon notification by the customer within five (5) days following the receipt of the report.

Not all classifications of billing detail will be available on these paper reports.

BILLING REPORTS (cont'd)

Grouping Assignments

Grouping Assignments enable customers to assign their telephone numbers or circuit numbers to groups, departments, regions, etc. on most of their reports.

Customers will access and maintain their own grouping/member tables on-line using Grouping Assignments software supplied by the Company.

The customer is responsible for providing and maintaining compatible premises equipment, including a modem, required to utilize the Grouping Assignments software.

The Grouping Assignments supplied software is designed for use on personal computers and will work under Windows only.

BILLING REPORTS (cont'd)

Rates and Charges

The following rates and charges for Billing Reports are in addition to the rates and charges for any other services necessary to furnish a communication system. Service order charges do not apply.

	<u>Nonrecurring Charge</u>	<u>Monthly Rate</u>
Initial Subscription Charge, per customer	\$50.00	-
Billing Report Charge, per report	-	\$12.50
Account Change Charge, per occasion	10.00	-

The following rates and charges for Grouping Assignments are in addition to the rates and charges for Billing Reports and for any other services necessary to furnish a communication system. Customer local or long distance charges are additional. Service order charges do not apply.

	<u>Nonrecurring Charge</u>	<u>Monthly Rate</u>
Initial Subscription Charge, per customer (includes supplied software)	\$50.00	-
Per Minute On-Line Charge	-	\$0.10