



To: Change Control

Subject: Notice for Billing Options in Verizon – Virginia, Maryland, District of Columbia and West Virginia

Questions on this change control notice should be directed to the appropriate Verizon Account Manager

Description: The purpose of this communication is to advise CLECs and Resellers that effective June 1, 2002, Verizon – Virginia, Maryland, District of Columbia and West Virginia will offer CLECs and Resellers doing business in these jurisdictions, the option of treating either the paper bill or the BOS BDT (Billing Output Specification Bill Data Tape) as their “bill of record” for the bill periods completed after the date of election, for resale, UNE and UNE-P products billed out of expressTRAK.

Currently, the official “bill of record” presented to CLECs and Resellers for payment of Verizon – VA, MD, DC and WV expressTRAK charges is the paper bill. There is no charge to the CLECs for the paper bill because it is the primary billing medium. With the new option, Verizon – VA, MD, DC and WV will supply a CLEC either the paper bill or the BOS BDT bill, or both, at the CLEC’s and/or Reseller’s request. To assist in the transition, there will be no extra charge for the second billing medium at this time. During the transition period, the CLEC and/or Reseller can pay from either billing medium.

The above changes do not impact availability of the Simpleview software product. At this time, Simpleview will continue to be provided as a bill analyzer tool to Resellers upon request, along with that Reseller’s “bill of record” option. Applicable charges for Simpleview will continue to apply.

CLECs and Resellers in Virginia, Maryland, District of Columbia and West Virginia that wish to designate their existing BOS BDT formatted bills as their official “bill of record,” as described above, or establish new BOS BDT billing should contact their Verizon Account Manager.