

**XAND CLEC, LLC**  
**NY P.S.C. Tariff No. 1 - Telephone**  
**Initial Effective Date: October 31, 2012**

**Leaf No. 42**  
**Revision: 0**  
**Superseding Revision:**

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**3. RULES AND REGULATION (CONT'D)**

**3.10 Placement of Orders.**

**3.10.1. General.** The Customer is responsible for placing Service Orders. The Service Order shall identify the Services to be provided, indicate the locations at which the Services are to be installed, state the date on which the Services shall begin and provide a billing and a contact name and address for the Services. When a Customer places an order for a Private Line Service, the following information must be provided so that the Company can design, install, maintain and bill the Private Line Service ordered:

The category of Private Line Service, interface and signaling (if required),

The service period (for part-time private line services),

The Customer's billing name and address, and

The design information contained in the design layout record for other access when an order is placed to connect other access without access coordination by the Company.

**3.10.2. Agency.** The Customer may appoint an agent to act on its behalf. The Company will accept orders from an agent appointed by the Customer; an agency appointment must be sent to the Company in writing. If directed by the Customer, the bill for the Services will be sent to the agent. The bill will be issued in the name of the Customer, in care of the agent. The Customer retains responsibility for compliance with tariff regulations and any act or omission of the agent, regardless of any limitations the Customer may place on the agent's authority.

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**Issued By: President, 11 Skyline Drive, Hawthorne, NY 10532**