

TVC Albany, Inc. dba FirstLight Fiber
P.S.C. Tariff No. 3 – Access
Date Effective: November 30, 2016

Original Leaf 148
Revision 0
Supersedes Revision 0

INTRASTATE ACCESS SERVICE

8. Billing and Collection Services (cont'd)

8.1 Billing Name and Address Service (cont'd)

8.1.3 Obligations of the Customer

- A. With each other for BNA Service, the Customer shall identify the authorized individual and address to receive the BNA information. Further, when BNA Service on a manual basis is ordered, the Customer will identify in writing and include the PIN assigned by the Company of all authorized individuals who will contact the Company.
- B. [Reserved]
- C. The Customer shall institute adequate internal procedures to insure that BNA information, including that related to non-published telephone numbers, is used only for the purpose set forth in this tariff and that BNA information is available only to those Customer personnel or agents with a need to know the information. The Customer must handle all billing name and address information designated as confidential by the Company in accordance with Company's procedures concerning confidential information. The Company will provide to the Customer a statement of its procedure concerning confidential information.
- D. The Customer shall not publicize or represent to others that the Company jointly participates with the Customer in the development of the Customer's end user records, accounts, data bases or market data, records, files and databases or other systems it assembles through the use of BNA Service.

ISSUED BY: Jill Sandford, Vice President and General Counsel
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