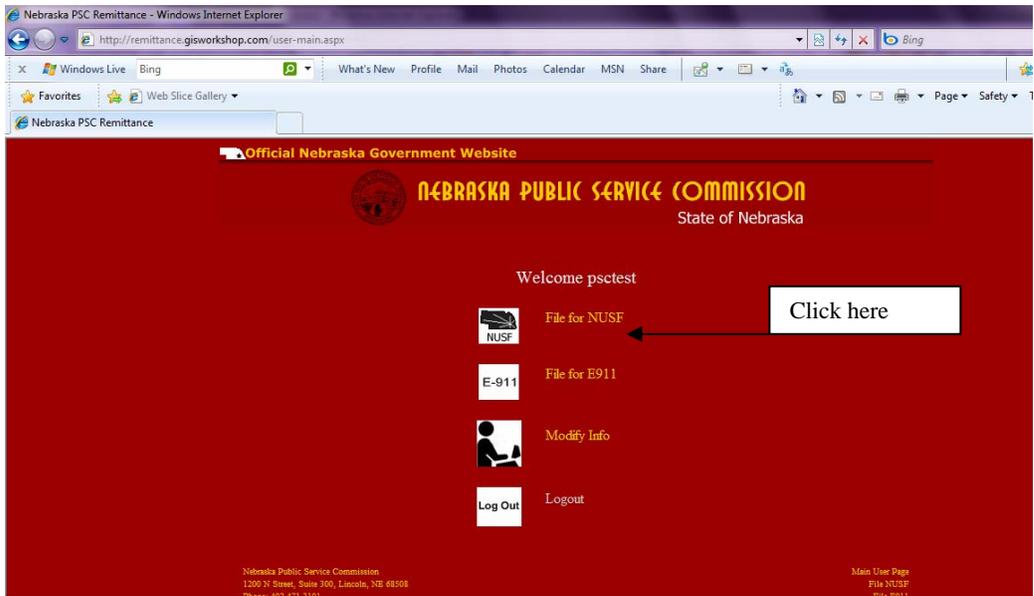
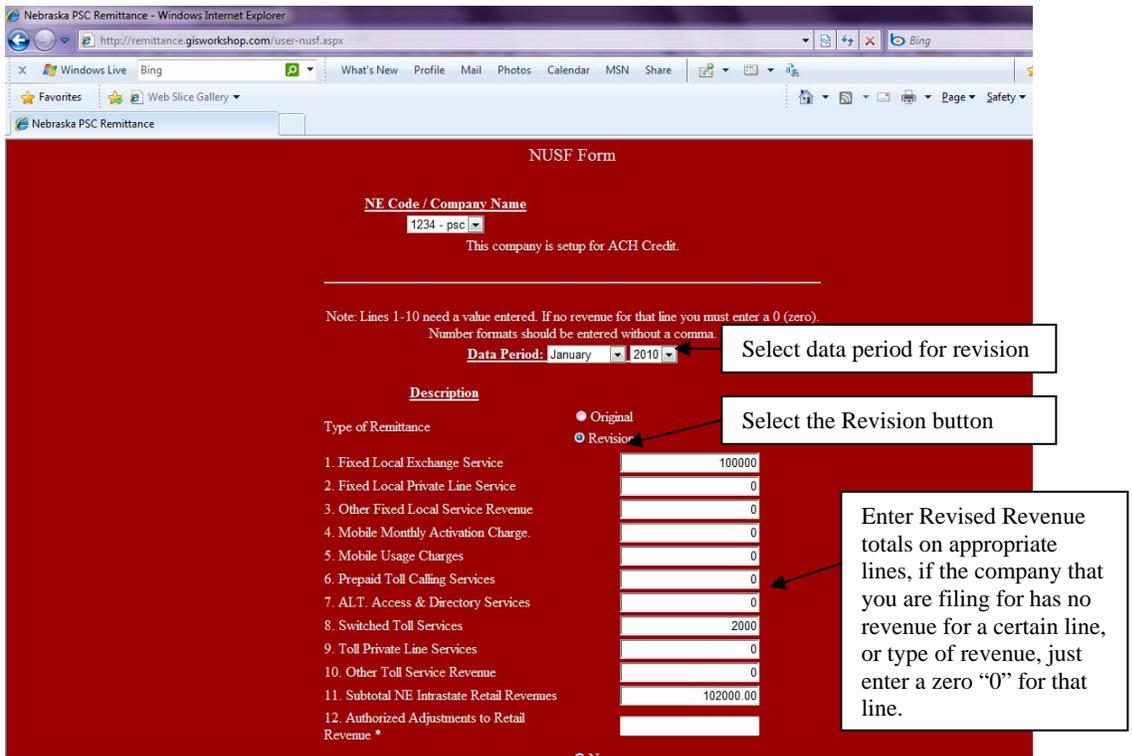


# Instructions for Filing a Revised NUSF Remittance Worksheet Online

1. Sign onto the Online Remittance site by inputting your user name and password.
2. Click on File for NUSF



3. Select the data period that you are filing a revision for
4. Select the "Revision" button
5. Enter the revised revenue totals for the data period (***not*** just the change from original)



6. Enter revised total bad debt (if applicable). If you reported bad debt on the original and there is no change to the data period for bad debt figures then enter the amount of bad debt the same as the original worksheet filed.
7. Click the Submit button once all information has been entered.

The screenshot shows a web browser window with the URL <http://remittance.gisworkshop.com/user-nusf.aspx>. The page has a dark red background and contains the following form elements:

6. Prepaid Toll Calling Services	<input type="text" value="0"/>
7. ALT. Access & Directory Services	<input type="text" value="0"/>
8. Switched Toll Services	<input type="text" value="2000.00"/>
9. Toll Private Line Services	<input type="text" value="0"/>
10. Other Toll Service Revenue	<input type="text" value="0"/>
11. Subtotal NE Intrastate Retail Revenues	<input type="text" value="102000.00"/>
12. Authorized Adjustments to Retail Revenue *	<input type="text" value="-5000"/>

Select reason for adjustment:

- None
- Bad Debt
- Other

13. Total NE Intrastate Retail Revenue	<input type="text" value="97000.00"/>
14. NUSF Surcharge Rate	<input type="text" value="6.95%"/>
15. NUSF Assessment for Data Period	<input type="text" value="6741.50"/>
16. Authorized Adjustments to NUSF Assessment *	<input type="text"/>

Select reason for adjustment:

- None
- Audit true-up
- Late Fees / Administrative Fines
- Money owed for previous period
- Credit due for previous period

17. Total NUSF Assessment Due	<input type="text" value="6741.50"/>
-------------------------------	--------------------------------------

Buttons: Calculate, Reset, **Submit**, Cancel

\* Adjustments that decrease remittance amount need to be entered as a negative number. Adjustments that increase remittance amount need to be entered as positive number.

Nebraska Public Service Commission  
 1200 N Street, Suite 900, Lincoln, NE 68508  
 Phone: 402-471-3101  
 Toll Free: 1-800-526-0017 (Nebraska Only)  
 TDD: 402-471-0213  
 Fax: 402-471-0254

File E911  
 Modify Info  
 NPSC Main Page  
 Login Logout

- Check over the summary of information entered to ensure accuracy. If all information is entered correctly, complete the Filer's information section and click submit to finalize your submission. If you need to go to the previous page to change any information click the back button on your web browser.

Please check the following information to make sure it is correct.

Ne Code :	1234
Company Name :	psc
Data Period :	2010-01-01
1. Fixed Local Exchange Service :	100000.00
2. Fixed Local Private Line Service :	0
3. Other Fixed Local Service Revenue :	0
4. Mobile Monthly Activation Charge :	0
5. Mobile Usage Charges :	0
6. Prepaid Toll Calling Services :	0
7. ALT Access & Directory Services :	0
8. Switched Toll Services :	2000.00
9. Toll Private Line Services :	0
10. Other Toll Service Revenue :	0
11. Subtotal NE Intrastate Retail Revenues :	102000.00
12. Authorized Adjustments to Retail Revenue :	-.5000
Reason for adjustment :	Bad Debt
13. Total NE Intrastate Retail Revenue :	97000.00
14. NUSF Surcharge Rate :	6.95
15. NUSF Assessment for Data Period :	6741.50
16. Authorized Adjustments to NUSF Assessment :	0
Reason for Adjustment :	None
17. Total NUSF Assessment Due :	6741.50

Filer's Information (An email will be sent with all of this remittances info to the address given below.)

Name:

Phone:

Email:

If you would like to send an additional receipt to another email address please fill out the box below

Email 2:

Notice: You should print out a copy of this page for a hard copy record. If the above information is correct please hit the submit button to submit this remittance. If there are any errors with the information, please click the back button on the browser and correct the information on the previous page.

Review information for accuracy and print a copy for your records

Complete Filer's information section with name phone # and e-mail

Option to add another individual e-mail address to receive notification of worksheet filing

Click submit to send submission

- Using the original surcharge due (Line 17 of original worksheet) and the revised surcharge due (Line 17 of revised worksheet) you must now figure if the company you are filing for owes additional surcharge to the NUSF or is due a credit from the NUSF.

- In the above example the revised total surcharge due is \$6,741.50. If the original total surcharge due was \$6,500.00 then the company would owe an additional \$241.50 for the data period in which revisions were filed.

- In the above example the revised total surcharge due is \$6,741.50. If the original total surcharge due was \$7,000.00 then the company would be due a credit of \$258.50 for the data period in which revisions were filed.

10. Any additional money due to the NUSF or credit due from NUSF as a result of filing revised worksheets must be placed on line 16 of a current filed worksheet. For example: In March 2010 you file a revised worksheet for the January 2010 data period and you owe an additional \$241.50. You would include the \$241.50 on line 16 of the February 2010 data period, due March 15, 2010 and would select "Money owed for previous period" as the reason for adjustment. Alternatively, if you were due a credit of \$248.50 then you would include a negative \$258.50 on line 16 and would select "Credit due for previous period" as the reason for adjustment.

**Refer to the "Instructions for Taking a Credit on NUSF Worksheets" for further instruction on this process. Contact the NTIPS department for any additional assistance at 402-471-3101.**