**Section 758.60 Telecommunications Carrier Remittance**

a) Each telecommunications carrier shall report and remit all donations received during the quarter within 30 days after the end of each calendar quarter to the Department or its designee. All donations collected through the end of the quarter shall be remitted to the Department or its designee through a check or other means as agreed to by the Department or its designee made out to the Department of Commerce and Community Affairs or its designee, as directed by the Department. In the event that no donations are collected during a quarter, a quarterly report shall be submitted to the Department or its designee certifying that zero voluntary donations were received.

b) The quarterly telecommunications carrier reports to the Department shall include, at a minimum, the following information:

1) Name, address, telephone number, contact person and Federal Employee Identification Number (FEIN) for the reporting telecommunications carrier.

2) The quarter amount collected, remittance check number or identification of another means of deposit, an assurance certifying that the payment includes all voluntary contributions for the quarter and that the information on the report is accurate and has been properly recorded, and a signature from an authorized employee of the telecommunications carrier.

3) The total number of customers making a contribution.