



COMMONWEALTH OF MASSACHUSETTS

Department of Telecommunications and Cable

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Electronic-Filing Notice

On September 8, 2017, the Department of Telecommunications and Cable (“Department”) promulgated 207 C.M.R. 1.00, permitting electronic filing of most documents. Filers may also continue to file with the Department in hardcopy in addition to, or in lieu of electronic filing. A filer seeking to file electronically shall submit the filing as an email attachment to dtc.efiling@mass.gov. The Department may reject any attempted electronic filing not sent as an email attachment to dtc.efiling@mass.gov. Electronic filers shall continue to meet the service requirements of 207 C.M.R. § 1.05. Service lists for docketed proceedings are available upon request.

Please note that regardless of filing method, filings requiring payment by check to the Department will be deemed filed on the date that the Department receives the check.

Notarized Documents

Notarized documents containing a handwritten signature and physical seal may be submitted for electronic filing. Filers shall submit a scanned copy of the notarized document to dtc.efiling@mass.gov. The Department may require the filer to produce the original paper document. The filer shall retain the original for future production, if necessary, for a period of three years after filing, or any longer period as may be required by applicable law.

Cable Rate Forms

Given the volume of requests the Department has received in recent years for copies of cable operators’ rate petitions (i.e., Federal Communications Commission Forms 1240 and 1205), cable operators, in addition to continuing the practice of filing an original and three copies in hardcopy, should include in their rate filings an electronic version of their FCC forms via a CD or USB flash drive.

Tariffs

G.L. c. 159, § 19F notwithstanding, pursuant to 207 C.M.R. § 12.02, tariffs and proposed tariffs must continue to be filed in hardcopy.