

STATE OF NEW YORK DEPARTMENT OF PUBLIC SERVICE
THREE EMPIRE STATE PLAZA, ALBANY, NY 12223-1350
www.dps.ny.gov

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NOTICE
CABLE TELEVISION PROVIDERS SUBJECT TO COMMISSION
ANNUAL FINANCIAL REPORTING (AFR-1) AND CUSTOMER SERVICE
REPORTING REQUIREMENTS

April 4, 2014

The Public Service Commission's Annual Financial Report and Customer Service Annual Report forms are located on the Department's website at the following link:
<http://www.dps.ny.gov/arform224.htm>.

Both the Annual Financial Report (AFR) and the Customer Service Annual Report should be filed electronically with the Secretary of the Commission. The AFR is due no later than ninety (90) days of the close of the company fiscal year. The Customer Service Annual Report is due on or before January 31st of each year for the previous calendar year. If any report is filed confidentially, both redacted and un-redacted report versions must be filed.

Reports should be e-mailed to secretary@dps.ny.gov. The verification page should be printed, signed by the authorized company representative, notarized and mailed to the Secretary of the Commission, at 3 Empire State Plaza, Albany, New York 12223-1350. Do not file the entire form in paper version; only the verification page. If your company does not have e-mail capability, please copy the reports to CD, and mail them directly to the Secretary, along with the signed verification page.

Title 16 of the Official Compilation of the Codes, Rules and Regulations of the State of New York, requires the filing of multiple paper copies. However, we believe the completed CD's satisfy the requirement for multiple copies. Should you have any questions, please contact Steve Sokal at (518) 486-2826.

Very truly yours,

Kathleen H. Burgess
Secretary