

SAN Registration

In 2003, the Federal Trade Commission (FTC) enacted the Do Not Call (DNC) registry to combat telemarketing fraud and aggressive tactics and give consumers added privacy protections and defenses To date, more than 157 million people have added their telephone number to the list.

You are **exempt** if you are a:

- Charitable organization.
- Telephone surveyor who refrains from "selling" goods or services.
- Political organization.
- Company that have an established customer relationship with call recipient.

As a company/business, if you are involved with telemarketing, there are **certain guidelines** you need to follow in order to be in compliance with the DNC registry. These guidelines include:

- Regularly update lists (scrub their lists every 31 days).
- Disclose company name and reason for call.
- Call consumers during the day (8 a.m.- 8 p.m.).
- Have caller identification information.
- Register for a Subscription Account Number (SAN).

As a provider of consumer telemarketing lists and related services, Cole Information requires a customer using the Federal DO Not Call Registry to have a Subscription Account Number (SAN). You need a 16-digit number in order to use the registry.

Here's a step-by-step guide on how to register for one: <https://telemarketing.donotcall.gov>
•Click *Register New Users*.

National Do Not Call Registry

HOME BUSINESS INFORMATION

REGISTER NEW USERS

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IMPORTANT: Subscription fees will change October 1, 2011. The new fees will be \$56 per area code, up to a maximum of \$15,503.

If you have any questions, please contact the Help Desk by clicking on the 'Contact Help Desk' link on <https://telemarketing.donotcall.gov/>.

CONTINUE

- Scroll down and fill out the applicable *Organizational Information*.

ORGANIZATION INFORMATION

Enter information about your own organization if this is your profile. If this is a client's profile, enter information about the client.

*Organization Name:

*Address:

*City:

*State: *Zip/Postal Code:

*Country: US Non-US

*EIN: NN OR *SSN:
-NNNNNNN NNN-NN-NNNN

The organization's [Employer Identification Number \(EIN\)](#) is required. If your organization does not have an EIN, enter the [Social Security Number \(SSN\)](#) of the owner/proprietor.

Organization Telephone

*Int'l. Country Code: *Area Code/Int'l. City Code: *Local Number:
NNN-NNNN

Organization Function

[Help with definitions](#)

TM - Telemarketer
SP - Service Provider

Seller TM/SP with "Independent Access" TM/SP with Access Through Clients Exempt Organization

• Select the *Organizational Function* as Seller.

- Complete the *Authorized Representative* Information Section.

AUTHORIZED REPRESENTATIVE

Enter information about your own organization if this is your profile. If this is a client's profile, enter information about the client. EXCEPT: Enter your Downloader email address, not your client's email address.

*First Name:	<input type="text" value="Cole"/>	*Last Name:	<input type="text" value="Smith"/>
*Int'l. Country Code:	<input type="text" value="001"/>	*Area Code/Int'l. City Code:	<input type="text" value="402"/>
*Local Number:	<input type="text" value="555-5555"/> <small>NNN-NNNN</small>	Extension:	<input type="text"/>
* Rep. Email Address :	<input type="text" value="YourSuccess@ColeInformation.com"/>		
*Confirm Email Address:	<input type="text" value="YourSuccess@ColeInformation.com"/>		
* Downloader Email Address :	<input type="text" value="YourSuccess@ColeInformation.com"/>		
*Confirm Email Address:	<input type="text" value="YourSuccess@ColeInformation.com"/>		

Email messages will be sent separately to the Representative Email Address and to the Downloader Email Address to confirm that they are correct. Open the emails and click on the link to send confirmation.

Required fields are marked with an asterisk (*)

<input type="button" value="SUBMIT"/>	<input type="button" value="RESET"/>
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- Click submit and review your *Create A Profile* information.



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CREATE PROFILE - CERTIFICATION

I am authorized to certify and do so certify on behalf of my Organization, as well as any Clients for which my Organization is accessing the National Do Not Call Registry:

1. that I have reviewed the Federal Trade Commission's amended Telemarketing Sales Rule, 16 CFR Part 310, and the Federal Communication Commission's Rules and Regulations Implementing the Telephone Consumer Protection Act of 1991, 47 CFR Section 64.1200, I am familiar with their requirements as they pertain to my organization, and our access to the National Registry is permitted by law and is solely to comply with the provisions of these Rules, or to otherwise prevent telephone calls to telephone numbers on the National Registry;
2. that our statements to the Federal Trade Commission in connection with accessing the National Registry, including our identification of Organization, Representative, Clients (if any), are true, correct, and complete;
3. that our fee(s) for access to the National Registry, if required by law, either has been or will be paid, before downloading any data from the National Registry; and
4. that our use of this National Registry web site establishes our actual knowledge that abusive telemarketing acts or practices are unfair or deceptive and prohibited by law, and that such illegal acts may include:
 - selling, renting, leasing, purchasing, or using any data in the National Registry for any purpose except compliance with the provisions of the FTC and FCC regulation of telemarketing or otherwise to prevent telephone calls to telephone numbers on the National Registry;
 - participating in any arrangement to share the cost of accessing the National Registry, including any arrangement with any telemarketer or service provider to divide the costs to access the National Registry among various clients of that telemarketer or service provider;
 - initiating an outbound telephone call to a person's telephone number on the National Registry unless otherwise authorized by law.

See, e.g., 16 C.F.R. § 310.4(b)(1), (b)(2), 310.8(e); see also 47 C.F.R. 64.1200.

Agree to the terms and click *Certify*.

Yes, I agree and declare under penalty of perjury that the foregoing is true and correct

No, I do not agree

Willful false statements are punishable by fine and/or imprisonment. See 18 U.S.C. § 1001.

CERTIFY

- Your registration is now complete. Print the *Profile* page for your records.



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CREATE A PROFILE - COMPLETE

You have submitted your company profile for registration in the National Do Not Call Registry on 10/31/2011. You will receive an email from TMRegister@donotcall.gov. To complete your registration, you must open the email and click on the link provided.

Important: If you do not click on the link in the email within 7 days, your account will be deactivated.

Important: Print this page for your records and safeguard your passwords. You must have these to use this site.

Your Organization ID:	10146964-57965
Your Representative Password:	UrFZE>98
Your Downloader Password:	AbSXB#84

[Click here for an explanation of the various passwords.](#)

You may change your password [HERE](#).

You may now [Manage/Renew Subscriptions](#).

After you select area codes, you will also be assigned a [Subscription Account Number](#) (SAN).

[BACK](#)

- You will receive a confirmation email.
- Open the email and click on the link provided to complete your registration.
- You **must type in** your *Organization ID* and *Password* as a *Representative*.

From: TMRRegister@donotcall.gov
To: Your success
Cc:
Subject: National Do Not Call Registry - OPEN AND CLICK to confirm your profile

Organization ID: 10146964-57965

Thank you for registering with telemarketing.donotcall.gov. Please activate your account by clicking on the link below a password within seven days. If not activated in seven days your account will be deleted.

<https://telemarketing.donotcall.gov/manage/emailconfirm.aspx?aDHNG4RfoMI8S%2bv%2fw1f6UyFQJmnggBJ%2ba>

The National Do Not Call Registry may not be used for any purpose other than preventing telemarketing calls to the tel registry will be required to certifi. under penalty of law. that it is accessing the registry solely to comply with the TSR c

- Click on the email link, log in and recertify information.
- Then press *Continue*.

- Manage/Review Subscriptions* and begin *Ordering Area Codes For Your Current Subscription*.



National Do Not Call Registry

COLE INFORMATION - 10146964-57965 (AUTHORIZED REPRESENTATIVE) 01 Nov 11

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MANAGE/RENEW SUBSCRIPTIONS

Order Area Codes For Your Current Subscription

Click this link to select and subscribe to area codes. After you select the area codes, the system will calculate the fee you owe, if any. See information about [paying for access](#).

If you owe a fee, have a credit card or your bank account ACH number available. Enter the information required for payment. Once your payment is processed, you may access the list of registered telephone numbers in the area codes to which you have subscribed.

If this is your first order and you are subscribing 5 or less area codes, after submitting the subscription, above link will be deactivated until your subscription is approved. This approval process might take one business day. You can download area codes after your subscription is approved.

- **Check Status**
Click this link to determine if your subscription has been accepted. If you have paid by electronic funds transfer with a bank account ACH number, you must wait three business days following the submission of your payment information for acceptance. If you are an exempt organization, you must wait three business days for acceptance while the FTC reviews your application.
- **View Area Codes**
Click this link to view the area codes to which your organization has subscribed. If you want to see your client's area codes, click the Manage Clients button on the left.
- **Request a Refund**
Click this link to learn more about the requirements for obtaining a credit card refund.

SUBSCRIBE TO AREA CODES

- All Area Codes in the US - Fee: \$15,503
- All Area Codes within a State - Fee: \$56 Per Area Code over 5
- Area Codes by Area Code Number - Fee: \$56 Per Area Code over 5
Hint: Use this option to renew based on your last subscription.

SUBMIT

- Choose your area codes, area codes **1-5** are **free**. Beginning with number 6, the cost is \$56 per code.

[SORT BY STATE](#) [SORT BY AREA CODE](#) [CLEAR SELECTIONS](#)

- 201-NJ 202-DC 203-CT 205-AL 206-WA 207-ME 208-ID 209-CA 210-TX 212-NY
- 213-CA 214-TX 215-PA 216-OH 217-IL 218-MN 219-IN 224-IL 225-LA 228-MS
- 229-GA 231-MI 234-OH 239-FL 240-MD 248-MI 251-AL 252-NC 253-WA 254-TX
- 256-AL 260-IN 262-WI 267-PA 269-MI 270-KY 276-VA 281-TX 301-MD 302-DE
- 303-CO 304-WV 305-FL 307-WY 308-NE 309-IL 310-CA 312-IL 313-MI 314-MO
- 315-NY 316-KS 317-IN 318-LA 319-IA 320-MN 321-FL 323-CA 325-TX 330-OH
- 331-IL 334-AL 336-NC 337-LA 339-MA 340-VI 347-NY 351-MA 352-FL 360-WA
- 361-TX 385-UT 386-FL 401-RI 402-NE 404-GA 405-OK 406-MT 407-FL 408-CA
- 409-TX 410-MD 412-PA 413-MA 414-VI 415-CA 417-MO 419-OH 423-TN 424-CA
- 425-WA 430-TX 432-TX 434-VA 435-UT 440-OH 442-CA 443-MD 458-OR 469-TX
- 470-GA 475-CT 478-GA 479-AR 480-AZ 484-PA 500-TF 501-AR 502-KY 503-OR
- 504-LA 505-NM 507-MN 508-MA 509-WA 510-CA 512-TX 513-OH 515-IA 516-NY
- 517-MI 518-NY 520-AZ 530-CA 531-NE 534-WI 539-OK 540-VA 541-OR 551-NJ
- 559-CA 561-FL 562-CA 563-IA 567-OH 570-PA 571-VA 573-MO 574-IN 575-NM

← •Select area codes by area code number.



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ORDER AREA CODES FOR YOUR CURRENT SUBSCRIPTION

STEP 3: CONFIRM YOUR ORDER

Organization Name: Cole Information Organization ID: 10146964-57965

Your subscription will consist of 2 area codes as listed below.

Please note that once you confirm your order, you will not be allowed to remove or exchange any area codes. You may add area codes to your subscription at a later date. The first five area codes are provided at no cost but please note that if the total number of area codes in your subscription exceeds five, you will need to pay the applicable fee.

Click on Continue for the next step or Change to go back and revise your selection.

308-NE 402-NE

•Confirm your area codes and order. →



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ORDER AREA CODES FOR YOUR CURRENT SUBSCRIPTION

STEP 4. SUBSCRIPTION PENDING

Please print this for your records.

Organization Name: Cole Information
 Organization ID: **10146964-57965**
 Today's Date: **01 Nov 2011**

Your order is currently being processed and will take 1 business day to process. Once processed you will be able to download files, Subscription Account Number (SAN) will be issued, and the "Order area codes for your current subscription" link will be enabled. In order to check the subscription status, go to [Manage/Renew Subscriptions](#) and click on "Check Status" link.

If it has been more than 3 days, fill out the [Help form](#).

•Your Subscription Account Number (SAN) is still pending.



CHECK ORDER STATUS



The order status for:

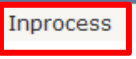
Organization Name: Cole Information Organization ID: 10146964-57965
Date: 11/01/2011

Please print this page for your records and store it in a safe place.

If your payment or order status is completed, you may download registered telephone numbers for which you have subscribed. Click on Download Phone Numbers.

•You will have to wait one business day to receive your Subscription Account Number (SAN).

SAN	SAN Expiration	Order ID	Order Date (Eastern Time)	Payment/Order Status	Payment Amount
595612			11/1/2011 10:14:25 AM	Inprocess	



•Your Subscription Account Number (SAN) is still pending.

- Upon one business day, log back in, click on *Manage/Renew Subscriptions, Check Status* and follow the prompts to see your SAN.
- Save your number and copy/paste it into your applicable Cole product.**



National Do Not Call Registry

ANDY POTTER - 10146740-57741 (AUTHORIZED REPRESENTATIVE) 28 OCT 11

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CHECK ORDER STATUS

The order status for:

Organization Name: Cole
 Organization ID: 10146740-57741
 Date: 10/28/2011

Please print this page for your records and store it in a safe place.

If your payment or order status is completed, you may download registered telephone numbers for which you have subscribed. Click on Download Phone Numbers.

SAN	SAN Expiration	Order ID	Order Date (Eastern Time)	Payment/Order Status	Payment Amount
10175565-275565-11	Sep 30 2012 12:00 AM	594987	10/27/2011 4:47:33 PM	Completed	0

BACK

•SAN

•Expiration date

•Status