**The notification template**

In table 1 below, please tick only the one, out of the four available options, which is applicable to your case.

Please tick item 1.1 in case you intend to start a whole new business and have not notified any networks/ services yet.

In case you are an operator active in the market, which has already notified the NRA/other Competent Authority of the beginning of its activities, and you wish to make changes to the activities you carry out (in terms of provision of new networks and/or services or withdrawal ofcertain networks and/or services from the market), you can notify the NRA/other Competent Authority only of the changes that you wish to introduce (in terms of provision of new networks and/or services or termination of networks and/or services; the notification is not about individual products supplied) by ticking item 1.2 and then filling in items 2.1 and 2.2 and Table 4 (selecting the networks and/or the services that you wish to introduce or terminate and providing the relevant details in the corresponding columns).

In table 3, please provide the requested information about the person you wish to be the main contact between your undertaking and the NRA/other Competent Authority in relation to any exchanges subsequent to the notification. Please provide also the requested information on an alternate contact person in the event that you intend to authorize also an additional person to be reached in case the primary contact person does not respond.

**Table 1 – Purpose of the notification**

|  |  |
| --- | --- |
| This notification is for |  |
| 1.1 Commencement of new activity of provision of networks and/or services. *If you select this item, please proceed to filling in Tables 2 to 4* |  |
| 1.2 Changes[[1]](#footnote-1) to the networks/services already notified, including – where applicable –termination of individual networks/services and termination of your whole activity. *If you select this item, please proceed to filling in items 2.1 and 2.2 and Table 4 In case of termination of your whole activity, please indicate the relevant termination date beside your tick mark in the next cell* |  |
| 1.3 Change to provider identification data, contact person or contact details. *If you select this item, please proceed to filling in Tables 2 and 3* |  |
| 1.4 Change to the commencement date[[2]](#footnote-2)*If you select this item, please proceed to filling in items 2.1, 2.2 and Table 4* |  |

**Table 2 - Identification data**

|  |  |
| --- | --- |
| Details of the undertaking |  |
| 2.1 Name of the provider |  |
| 2.2 Provider’s legal status, form and registration number[[3]](#footnote-3) , where the provider is registered in a trade or other similar public register in the Union |  |
| 2.3 Geographical address of the provider’s main establishment in the EU, if any, and, where applicable, any secondary branch in a Member State[[4]](#footnote-4) |  |
| 2.4 Provider’s website address, where applicable, associated with the provision of electronic communications networks or services[[5]](#footnote-5) |  |

**Table 3 - Contact person and contact details**

|  |  |
| --- | --- |
| Contact person |  |
| 3.1 Full name of the Contact Person, to be someone duly authorized by the undertaking to submit notifications or documents on its behalf |  |
| 3.2 Telephone No. |  |
| 3.3 Email Address |  |
| 3.4 Geographic address[[6]](#footnote-6) |  |
| Alternate Contact person |  |
| 3.5 Full name of the Contact Person, to be someone duly authorized by the undertaking to submit notifications or documents on its behalf |  |
| 3.6 Telephone No. |  |
| 3.7 Email Address |  |
| 3.8 Geographic address[[7]](#footnote-7) |  |

**Table 4 - Short description of the network(s) or service(s)[[8]](#footnote-8)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| (1) Network *(Please choose from the drop down menu)* | (2) Service *(Please choose from the drop down menu)* | (3) Short description of the Network | (4) Short description of the Service[[9]](#footnote-9) | (5) Geographic area of the Member State where the network is available and/or the service is provided (in case of players active at subnational level)*(Please indicate the name of the geographical area)* | (6) Publicly Available[[10]](#footnote-10)  | (7) Wholesaleonly service[[11]](#footnote-11)*(yes/no)* | (8) Estimated commencement date[[12]](#footnote-12) | (9) Termination date[[13]](#footnote-13) |
|   |  |  |  |  | yes[[14]](#footnote-14) |  |  |  |
|   |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |

**6. Declaration[[15]](#footnote-15)**

On behalf of the notifying person or company, I declare that the information provided by me is accurate and complete in all respects.

Full name of Signatory:

Signed:

Position held:

Date:

1. Changes that must be notified concern the intention to provide new networks or services or to terminate networks and/or services, not individual products. For example, tick item 1.2 if you already notified your activity as internet service provider and you intend to enter also the voice market or if you intend to change the geographic reach of your notified network/service. [↑](#footnote-ref-1)
2. This change should be notified to the NRA/ other Competent Authority before the commencement date already notified [↑](#footnote-ref-2)
3. Certification number from the competent chamber of commerce or equivalent, if available in the Member State of establishment, depending on national requirements in compliance with applicable EU law. [↑](#footnote-ref-3)
4. Item 2.3 is aligned with art. 12 EECC. However, as already clarified further above, the list as in article 12 provides the maximum amount of information that can be requested from notifying operators; this is an area where NRA/other Competent Authorities could streamline the informational burden on operators when adopting the national notification template. [↑](#footnote-ref-4)
5. Providers shall indicate the address of their website’s sections concerning the provision of ECN/ECS, in case such pages are available. [↑](#footnote-ref-5)
6. Correspondence address; optional, to be filled in only in case it is different of 2.3. [↑](#footnote-ref-6)
7. Correspondence address; optional, to be filled in only in case it is different of 2.3. [↑](#footnote-ref-7)
8. Please indicate the activities to be carried out by the notifying entity only (e.g., in case of multinational groups, do not indicate activities carried out by different subjects). [↑](#footnote-ref-8)
9. Please also provide here some details in case you are notifying the provision of reselling services. [↑](#footnote-ref-9)
10. In line with the NN Guidelines (BoR (16)127, No10) electronic communication services or networks that are offered not only to a predetermined group of end-users but in principle to any customer who wants to subscribe to the service or network should be considered to be publicly available. Electronic communication services or networks that are offered only to a predetermined group of end-users could be considered not to be publicly available. [↑](#footnote-ref-10)
11. “Wholesale only” means that the service is provided only at wholesale level (no retail provision), no matter whether via own network or based on resale. [↑](#footnote-ref-11)
12. For notifications concerning the uptake of multiple provisioning activities, the first commencement date should be stated in Table 1. [↑](#footnote-ref-12)
13. To be indicated only if the notifying operator knows the termination date for the networks/services it is notifying. Otherwise, the column shall be left blank. [↑](#footnote-ref-13)
14. In Bulgaria submission of a notification to the Communications Regulation Commission (CRC) is required when public electronic communications networks and services are provided. [↑](#footnote-ref-14)
15. The notification must be signed by that person, duly identified in accordance with the law, or on its behalf, by (a) person(s) duly identified, having the capacity and the powers to perform such act. [↑](#footnote-ref-15)