N*ational Do Not Call* Registry Facts & Subscription Information

AmeriList™
Direct Marketing Solutions

Q & A

How will I access the National Do Not Call Registry?

Online at www.telemarketing.donotcall.gov

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How will the National Do Not Call Registry work?

Since January 1, 2005, telemarketers and sellers have been required to search the registry at least once every 31 days and drop from their call lists the phone numbers of consumers who have registered.

When an organization accesses the system for the first time, it will have to create a profile and provide some identifying information, such as organization name and address, authorized representative, and the representative's telephone number and email address. If an organization is accessing the registry on behalf of a client-seller, the organization may need to identify the client (or clients).

The only consumer information organizations will be able to access from the national registry is a registrant's telephone number. Consumers' phone numbers will be sorted and available by area code. Each organization accessing the registry data will be required to pay an annual fee based on the number of area codes the company accesses.

On subsequent visits to **www.telemarketing.donotcall.gov**, organizations will be able to download either a complete updated list of numbers from their selected area codes or a more limited list that shows additions or deletions since the last download.

A consumer who receives a telemarketing call despite being on the registry will be able to file a complaint with the FTC, either online or by calling a toll-free number. Violators could be fined up to $16,000 per incident.

DEFINITIONS OF ORGANIZATIONS THAT MAY USE THIS WEB SITE AND PAY FOR ACCESS

Seller – includes any person or business who, in connection with a telemarketing transaction, provides, offers to provide, or arranges for others to provide goods or services to the customer in exchange for consideration. A Seller also may be a Telemarketer, if it is calling on its own behalf. Or a Seller may retain one or more Telemarketers to place calls for it. In either case, you should register as a "Seller".

Every Seller should subscribe, pay the appropriate fee, and agree to the certification requirements to receive a Subscription Account Number (SAN) with the National Do Not Call Registry. A Seller may direct a Telemarketer to complete the online subscription process for it, but the Seller must have its own subscription and SAN, separate from the Telemarketer's subscription and SAN.

Telemarketer ("TM") – includes any person or business who, in connection with telemarketing, initiates or receives telephone calls to or from a customer. If you are a Telemarketer, you may register as a "Telemarketer working for a Seller/Client" or as a "Telemarketer with Independent Access".

Service Provider ("SP") – includes any person or business that provides assistance to sellers or telemarketers to engage in telemarketing, such as list brokers and service bureaus.

Exempt Organizations ("EO") – includes any person or business that is exempt from both the FTC's and FCC's requirements to access the National Registry, but voluntarily chooses to access the information solely for the purpose of preventing telephone calls to telephone numbers in the National Registry. Exempt Organizations include charities or non-profit organizations, organizations engaged in political solicitations or surveys, or Sellers or Telemarketers that call ONLY consumers with whom they have an established business relationship or from whom they have obtained the express written agreement to call. See 16 CFR § 310.4(b)(1)(iii)(B)(i) and (ii). Exempt Organizations must wait three business days following the submission of their request to access registered telephone numbers before they may be given access to such numbers. We may contact you if we have questions about your status.

Q *How much does it cost to access the registry?*

A Data for up to five area codes is free. The annual fee is $66 per area code of data (after five), with a maximum annual fee of $18,044 for the entire U.S. database.

Q *How often do I have to pay a fee?*

A The fee must be paid annually. Payment of the fee provides access to the data for an "annual period," which is defined as the twelve months following the first day of the month in which the seller paid the fee.

FTC-DNC Federal Do Not Call List Sign Up Instructions:

During this process you will be provided:
A. **Organization ID - Representative Password Download Password** - These are for you to make additions / changes to your account later.
B. SAN – Subscription Account Number
   ✱ To be provided to Representative for data purchase
C. Please read all information on this site for full understanding of FTC Do Not Call rules.
D. You will receive a confirmation email from the FTC, click on the link to confirm

Click on the link below for access to the FTC Do Not Call Registry

https://telemarketing.donotcall.gov

1. Click on "Register New Users"
2. Scroll to the bottom of the page and fill out the 2 forms:
   A. Organization Information – fill out completely
      IMPORTANT - Under Organization Function you must be listed as a "SELLER"
   B. Authorized Representative – fill out completely
3. Click "Submit"
4. Review your information / Change if needed
5. Click "Create Profile"
6. Certification Yes or NO
7. Click "Certify"
8. Your profile is now completed
9. Print this page as you will need your Organization ID & Representative Password to order your area codes
10. Click "Manage / Renew Subscriptions" to order your area codes
11. Log in using your Organization ID & Representative Password
12. Click "Order Area codes For Your Current Subscription"
13. At bottom of page start the process of 4 steps to choose and pay for your area codes
14. Up to 5 are free and $56 per area code after that
15. Click "Manage / Review Subscriptions"
16. Click "View Area Codes" Print this page and fax it to your representative at: 845-362-6433
   If you have any questions, please contact the Help Desk by emailing tmhelp@donotcall.gov

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