

# ANNUAL REPORT

OF

\_\_\_\_\_  
(Name of Respondent)

\_\_\_\_\_  
(Address of Respondent)

TO THE

## BOARD OF PUBLIC WORKS

OF THE

## STATE OF WEST VIRGINIA

FOR THE YEAR ENDING DECEMBER 31, 2023

Name, title, address and telephone & fax number (including area code) of the person to be contacted concerning this report:

Name \_\_\_\_\_

Telephone \_\_\_\_\_

Title \_\_\_\_\_

Fax \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

E-mail \_\_\_\_\_  
\_\_\_\_\_

**Return to:** West Virginia State Tax Department  
Property Tax Division  
Special Properties Section  
PO Box 1463  
Charleston WV 25325

**(304) 558-3940**  
**(304) 558-1150 Fax**

■ **Return by: May 1, 2024**

**RESPONDENT PLEASE CHECK APPROPRIATE LINE:**

**Is Your Company**

(a) For Profit Company \_\_\_\_\_

(b) Non-Profit Company \_\_\_\_\_

(c) Part of Public Service District \_\_\_\_\_

**Are You Filing Under Same Name as Last Year**      Yes \_\_\_\_\_ No \_\_\_\_\_

**Are You Filing Under Same Address as Last Year**      Yes \_\_\_\_\_ No \_\_\_\_\_

**If Applicable Please State Former Name and / or Address**

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## IMPORTANT NEW REQUIREMENT FOR FILING

Along with the annual report this year are two new inserts that **MUST** be completed. **Failure to complete Insert A and Insert B will result in your annual report being considered incomplete.**

A brief description of each insert follows.

**Insert A** – Report in whole dollar values the current value of Plant in Service, Material and Supplies, Depreciation, Obsolescence, and Net Value of Plant in Service for current year and four preceding years, Operating Revenue, Operating Expense, Net Operating Income for current year and four preceding years. If applicable, also provide current value of Construction Work in Progress, Pollution Control Equipment, and any other additional value not addressed in the categories above.

**Insert B** – Describe where the values for Plant in Service, Material and Supplies, Depreciation, Obsolescence, and Net Value of Plant in Service, Operating Revenue, Operating Expense, and Net Operating Income that were reported on Insert A can be located on your annual report or other documentation provided with your annual report. If applicable, also describe where the values for Construction Work in Progress, Pollution Control Equipment, and any other additional value or expense can be located on your annual report or other documentation provided with your annual report.

**Example:** Net Operating Income of \$100,000 reported on Insert A. Net Operating Income on Insert B may be described as “NOI from Page 19 of Income PDF” or “NOI from page 19 of Income Statement”. Both would be acceptable as a location for data verification of a digital or paper attachment to the annual report.





## GENERAL INSTRUCTIONS

1. Unless otherwise indicated, the information required in this report form shall be taken from the accounts and other records. The account numbers shown in this report are those prescribed by C.F.R. 47, Part 32 of the FCC rules. The account definitions and instructions contained in Part 32 shall serve as a guide to the extent practicable.
2. All copies filed with the commission must be legible and permanent. All entries therein shall be shown in black with items of a reverse or contrary character enclosed in parenthesis, or if the schedule is prepared from a computer printout, items of a reverse or contrary character may be indicated by a minus symbol.
3. All instructions shall be followed and each question shall be answered fully and accurately. Sufficient answer shall appear to show that no question has been overlooked. The expression "none" or "not applicable" shall be given as the answer to any particular inquiry where it truly and completely states the fact. Customary abbreviations may be used except that the exact name of the respondent shall be shown in full on the "Title Page", and in the "Signature Page".
4. Whenever information is required to be shown "in a note", the information shall be shown at the foot of the schedule if space permits, or a reference shall be made to the adjacent page or insert where the note will be found. In each case the information shall be properly identified. Where the space provided is insufficient for the required data or where it is otherwise necessary or desirable to insert additional statements or schedules, the insert pages shall be of durable paper conforming to this form in size and width of margin. Each inset shall bear the number and title of the schedule to which it pertains, as well as the name of the respondent and the year covered, in a style conforming as nearly as practicable to that appearing on the regular page.
5. It is not necessary to show erroneous entries and correcting reversals in activity columns (i.e., charges or credits during the year) in any schedule of this report.
6. The information required with respect to any statement shall be furnished as a minimum requirement to which shall be added such further material information as is necessary to make the required statements in the light of the circumstances under which they are made, not misleading.
7. Amounts in any schedule (except as otherwise provided therein) may, at the option of the respondent, be rounded off to whole dollars provided that the amounts are appropriately adjusted to accord with totals.

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**COMPANY INFORMATION**

1. Respondent Identity:

2. Control Over Respondent

3. Board of Directors:

4. Principal General Officers:

Person to whom correspondence should be addressed concerning this report:

Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Telephone Number (including area code) \_\_\_\_\_

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**IMPORTANT CHANGES DURING THE YEAR**



Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

## 1. BALANCE SHEET - TOTAL COMPANY

Line No.	ACCOUNT (FCC numbers are for reference) (a)	Balance at Beginning of the Year (b)	Balance at End of the Year (c)	Increase (Decrease) (d)
	<b>CURRENT ASSETS</b>			
1	1130-1160 Cash and Equivalents			
2	1180-1210 Net Receivables			
3	1220 Inventories			
4	1290-1330 Prepaid Accounts			
5	1350 Other Current Assets			
6	Total (lines 1 thru 5)			
	<b>NONCURRENT ASSETS</b>			
7	1401-1408 Investments			
8	1410 Other Noncurrent Assets			
9	1438,1439 Deferred Charges			
10	1500 Other Assets-Net			
11	Total (lines 7 thru 10)			
	<b>PROPERTY, PLANT AND EQUIPMENT</b>			
12	2001 Telecommunications Plant in Service			
13	2002 Property Held for Future Telecom Use			
14	2003,2004 Telecom Plant Under Construction			
15	2005 Telecommunications Plant Adjustment			
16	2006 Non-Operating Plant			
17	Subtotal (lines 12 to 16, inclusive)			
18	2007 Goodwill			
19	Less: 3100-3600 Depreciation and Amortization Reserves			
20	Total			
21	<b>TOTAL ASSETS AND OTHER DEBITS</b>			

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

1. BALANCE SHEET - TOTAL COMPANY

Line No.	ACCOUNT (FCC numbers are for reference) (a)	Balance at Beginning of the Year (b)	Balance at End of the Year (c)	Increase (Decrease) (d)
	<b>CURRENT AND ACCRUED LIABILITIES</b>			
22	4010-4040 Accounts and Notes Payable			
23	4050-4060 Current Maturities			
24	4070-4110 Current Taxes			
25	4120-4130 Other Current and Accrued Liabilities			
26	Total (lines 22 thru 25)			
	<b>LONG-TERM DEBT</b>			
27	4210 Funded Debt			
28	4220-4270 Other			
29	Total (lines 27 thru 28)			
	<b>OTHER LIABILITIES AND DEFERRED CREDITS</b>			
30	4310,4360 Other Liabilities & Deferred Credits			
31	4320-4350 Noncurrent Taxes			
32	4370 Other Liabilities and Deferred Credits			
33	Total (lines 30 thru 32)			
	<b>STOCKHOLDER'S EQUITY</b>			
34	4510 Capital Stock			
35	4520 Additional Paid-In Capital			
36	4530,4530 Treasury Stock & Other Capital			
	<b>RETAINED EARNINGS</b>			
37	4550 Appropriated and Unappropriated Retained Earnings			
38	Total (lines 34 thru 37)			
39	<b>TOTAL LIABILITIES AND OTHER CREDITS</b>			

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

## STATEMENT OF CHANGES IN FINANCIAL POSITION - TOTAL COMPANY

Line No.	Description (a)	Amount (b)
	<b>SOURCE OF FUNDS</b>	
	From Operations:	
1	Net Income	
	Add (Deduct) Amounts Not Requiring Funds:	
2	Depreciation and Amortization	
3	Net (Increase) Decrease in Working Capital - Detailed Below	
4	Deferred Income Items - Net	
5	Investment Tax Credits - Net	
6	Other - Net	
	Deduct Income Not Providing Funds:	
7	Interest Charged Construction	
8	Income From Equity Investments	
9	Other - Net	
10	Total Funds From Operations (lines 1 - 9)	
11	Issuance of Long-Term Debt	
12	Issuance of Common Stock	
13	Issuance of Short-Term Borrowings - Net	
14	Other - Net	
15	<b>TOTAL SOURCE OF FUNDS (lines 10 - 14)</b>	
	<b>APPLICATION OF FUNDS</b>	
16	Additions to Property, Plant and Equipment	
17	Dividends	
18	Retirements and Reductions in Long-Term Debt	
19	Increase in Other Assets	
20	Purchase of Treasury Stock	
21	Other	
22	<b>TOTAL APPLICATIONS OF FUNDS (lines 16 - 21)</b>	
23	<b>Net Increase (Decrease) in Cash &amp; Temporary Investments (line 15 minus line 22)</b>	
	<b>ANALYSIS OF CHANGES IN COMPONENTS OF WORKING CAPITAL</b>	
24	Accounts Receivable - Net	
25	Accounts Payable	
26	Accrued Taxes	
27	Dividends Payable	
28	Other	
29	<b>Net (Increase) Decrease in Working Capital (line 24 - 28) Agrees with line 3</b>	

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

## INCOME STATEMENT - TOTAL COMPANY

Line No.	ACCOUNT (FCC numbers are for reference) (a)	Amount for the Current Year (b)	Increase or (Decrease) from Preceding Year (c)
1	Operating Revenues		
2	Operating Expenses		
3	6560 Depreciation		
4	6560 Amortization		
5	Total (lines 2 thru 4)		
6	Net Operating Revenues Before Taxes (line 1 - line 5)		
	OTHER INCOME, EXPENSES AND TAXES		
7	7100,7300 Other Operating Income and Expense		
8	Federal Taxes		
9	State, Local and Other Taxes		
10	Total Operating Taxes (line 8 + line 9)		
11	7500 Interest and Related Items		
12	Net Income Before Extraordinary Items (line 11, line 12, line 15, line 17)		
13	7610,7620 Extraordinary Items		
14	NET INCOME		

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**OPERATING REVENUES - TOTAL COMPANY**

Line No.	Operating Revenue Accounts (FCC numbers are for reference) (a)	Amount for the Current Year (b)	Increase or (Decrease) from Preceding Year (c)
	<b>LOCAL AND EXCHANGE REVENUES</b>		
1	5000 Basic Local Service Revenue		
2	5010 Public Telephone Revenues		
3	5040 Local Private Line Revenues		
4	5050 Customer Premises Revenues		
5	5060 Other Local Exchange Revenues		
6	5069 Other Local Exch. Rev. Settlements		
7	Total Local Network Revenues		
	<b>LONG DISTANCE MESSAGE REVENUES</b>		
8	5100 * Long Distance Message Revenue		
9	5110 Unidirectional Long Distance Rev.		
10	5120 Long Distance Private Network		
11	5160 * Other Long Distance Revenue		
12	5169 Other LD Revenue Settlements		
13	Total Long Distance Revenues		
	<b>MISCELLANEOUS REVENUES</b>		
14	5240 Rent		
15	5230 Directory		
16	5250,5260 Other		
17	Total Miscellaneous		
18	Total Operating Revenues Before Uncollectibles (line 7 + line 13 + line 17)		
	<b>UNCOLLECTIBLE REVENUES - OR</b>		
19	5300 Total Uncollectibles		
20	Total Operating Revenues (line 18 minus line 19)		

\* For these categories, please specify below those amounts attributable to operator services.

Long Distance Message Revenue

Other Long Distance Revenue


Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**OPERATING REVENUES - WEST VIRGINIA JURISDICTION**

Line No.	Operating Revenue Accounts (FCC numbers are for reference) (a)	Amount for the Current Year (b)	Increase or (Decrease) from Preceding Year (c)
<b>LOCAL AND EXCHANGE REVENUES</b>			
1	5000 Basic Local Service Revenue		
2	5010 Public Telephone Revenues		
3	5040 Local Private Line Revenues		
4	5050 Customer Premises Revenues		
5	5060 Other Local Exchange Revenues		
6	5069 Other Local Exch. Rev. Settlements		
7	Total Local Network Revenues		
<b>LONG DISTANCE MESSAGE REVENUES</b>			
8	5100 * Long Distance Message Revenue		
9	5110 Unidirectional Long Distance Rev.		
10	5120 Long Distance Private Network		
11	5160 * Other Long Distance Revenue		
12	5169 Other LD Revenue Settlements		
13	Total Long Distance Revenues		
<b>MISCELLANEOUS REVENUES</b>			
14	5240 Rent		
15	5230 Directory		
16	5250,5260 Other		
17	Total Miscellaneous		
18	Total Operating Revenues Before Uncollectibles (line 7 + line 13 + line 17)		
<b>UNCOLLECTIBLE REVENUES - DR</b>			
19	5300 Total Uncollectibles		
20	Total Operating Revenues (line 18 minus line 19)		

\* For these categories, please specify below those amounts attributable to operator services.

Long Distance Message Revenue

Other Long Distance Revenue


Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

## OPERATING EXPENSES - TOTAL COMPANY

Line No.	Operating Expense Accounts (FCC numbers are for reference) (a)	Amount for the Current Year (b)	Increase or (Decrease) from Preceding Year (c)
<b>PLANT SPECIFIC OPERATIONS EXPENSES</b>			
1	6110 Network Support Expenses		
2	6120 General Support Expenses		
3	6210 Central Office Switching Expenses		
4	6220 Operator Systems Expenses		
5	6230 Central Office Transmission Expenses		
6	6310 Information Orig / Termination Expenses		
7	6410 Cable and Wire Facilities Expenses		
8	Total Plant Specific (lines 1 thru 7)		
<b>PLANT NON-SPECIFIC EXPENSES (exclude Depr. and Amort.)</b>			
9	6510 Other Property, Plant & Equip Expense		
10	6530 Network Operations Expense		
11	6540 Access Expense		
12	Total Plant Non-Specific (lines 9 thru 11)		
<b>CUSTOMER OPERATIONS EXPENSE</b>			
13	6611 Product Management		
14	6612 Sales		
15	6613 Product Advertising		
16	Total Marketing (lines 13 thru 15)		
17	6621 Call Completion Services		
18	6622 Number Services		
19	6623 Customer Services		
20	Total Services (lines 17 thru 19)		
21	Total Customer Operations Exp. (line 16 + line 20)		
<b>CORPORATE OPERATIONS EXPENSE</b>			
22	6711 Executive		
23	6712 Planning		
24	Total Executive and Planning (line 22 + line 23)		

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

## OPERATING EXPENSES - TOTAL COMPANY (continued)

Line No.	Operating Expense Accounts (FCC numbers are for reference) (a)	Amount for the Current Year (b)	Increase or (Decrease) from Preceding Year (c)
	<b>GENERAL AND ADMINISTRATIVE</b>		
25	6721 Accounting and Finance		
26	6722 External Relations		
27	6723 Human Resources		
28	6724 Information Management		
29	6725 Legal		
30	6726 Procurement		
31	6727 Research and Development		
32	6728 Other General & Administrative		
33	6720 Total General & Admin. (lines 25 thru 32)		
34	6790 Provision for Uncollectible Notes Rec.		
35	Total Corporate Oper. Expense (line 24 + 33 + 34)		
36	Total Operating Expense (line 8 + 12 + 21 + 35)		



Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**OPERATING TAXES - TOTAL COMPANY**

Line No.	Taxing Authority (a)	TYPE OF TAX			
		Property (b)	Income (c)	Gross Receipts (d)	Capital Stock (e)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20	<b>Total</b>				
21	<b>Billed by others</b>				
22	<b>Billed to others</b>				
23	<b>Charged to construction</b>				
24	<b>Net charged to account</b>				

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**OPERATING TAXES - TOTAL COMPANY (continued)**

Line No.	TYPE OF TAX				Total (j)
	Social Security (f)	Other (g)	(h)	(i)	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**FEDERAL INCOME TAXES - TOTAL COMPANY**

Line No.	Account (a)	Debit or (Credit) Amount (b)
1	Federal Income Taxes - Operating	
2	Federal Income Taxes - Nonoperating	
3	Income Tax Effect of Extraordinary and Delayed Items - Net	

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**ANALYSIS OF TELEPHONE PLANT - TOTAL COMPANY**

Line No.	Account (a)	Balance Beginning of the Year (b)	Plant Additions (c)	Plant Retirements (d)
1	Intangible Plant:			
2	Land			
3	Buildings			
4	Central Office Equipment			
5	Pole Lines			
6	Aerial Cable			
7	Underground Cable			
8	Buried Cable			
9	Submarine Cable			
10	Aerial Wire			
11	Underground Conduit			
12	Furniture and Office Equipment			
13	Vehicles & Other Work Equipment			
14	Other (specify)			
15	Subtotal			
16	Telephone Plant Acquired			
17	Telephone Plant Sold			
18	Total Telephone Plant in Service			

( ) denotes credit amount in column (g) and reverse amount in other columns

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**ANALYSIS OF TELEPHONE PLANT - TOTAL COMPANY**

Line No.	Transfers and Adjustments (e)	Balance at End of the Year (f)	Accumulated Depreciation (g)	Net Plant in Service (h)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

( ) denotes credit amount in column (g) and reverse amount in other columns

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**ANALYSIS OF ENTRIES IN DEPRECIATION RESERVE - TOTAL COMPANY**

Line No.	Account (a)	Balance Beginning of the Year (b)	CREDITS DURING THE YEAR		
			Charged to Clearing & Expense Acct (c)	Other Credits (specify) (d)	Total (e)
1	Intangible Plant				
2	Land				
3	Buildings				
4	Central Office Equipment				
5	Pole Lines				
6	Aerial Cable				
7	Underground Cable				
8	Buried Cable				
9	Submarine Cable				
10	Aerial Wire				
11	Underground Conduit				
12	Furniture and Office Equipment				
13	Vehicles & Other Work Equipment				
14	Other (specify)				
15	Subtotal				
16	Telephone Plant Acquired				
17	Telephone Plant Sold				
18	Total Telephone Plant in Service				

( ) denotes reverse amounts

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**ANALYSIS OF ENTRIES IN DEPRECIATION RESERVE - TOTAL COMPANY**

Line No.	CHARGES DURING THE YEAR				Balance End of Year (j)
	For Plant Sold (f)	For Other Plant Retired (g)	Other Charges (h)	Total (i)	
	1				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

( ) denotes reverse amounts

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**ANALYSIS OF TELEPHONE PLANT LOCATED IN WEST VIRGINIA**

Line No.	Account (a)	Balance Beginning of the Year (b)	Plant Additions (c)	Plant Retirements (d)
1	Intangible Plant			
2	Land			
3	Buildings			
4	Central Office Equipment			
5	Pole Lines			
6	Aerial Cable			
7	Underground Cable			
8	Buried Cable			
9	Submarine Cable			
10	Aerial Wire			
11	Underground Conduit			
12	Furniture and Office Equipment			
13	Vehicles & Other Work Equipment			
14	Other (specify)			
15	Subtotal			
16	Telephone Plant Acquired			
17	Telephone Plant Sold			
18	Total Telephone Plant in Service			

( ) denotes credit amount in column (g) and reverse amount in other columns



Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**ANALYSIS OF TELEPHONE PLANT LOCATED IN WEST VIRGINIA**

Line No.	Transfers and Adjustments (e)	Balance at End of the Year (f)	Accumulated Depreciation (g)	Net Plant in Service (h)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

( ) denotes credit amount in column (g) and reverse amount in other columns

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

## ANALYSIS OF ENTRIES IN DEPRECIATION RESERVE - WEST VIRGINIA

Line No.	Account (a)	Balance Beginning of the Year (b)	CREDITS DURING THE YEAR		
			Charged to Clearing & Expense Acct (c)	Other Credits (specify) (d)	Total (e)
1	Intangible Plant				
2	Land				
3	Buildings				
4	Central Office Equipment				
5	Pole Lines				
6	Aerial Cable				
7	Underground Cable				
8	Buried Cable				
9	Submarine Cable				
10	Aerial Wire				
11	Underground Conduit				
12	Furniture and Office Equipment				
13	Vehicles & Other Work Equipment				
14	Other (specify)				
15	Subtotal				
16	Telephone Plant Acquired				
17	Telephone Plant Sold				
18	Total Telephone Plant in Service				

( ) denotes reverse amounts

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**ANALYSIS OF ENTRIES IN DEPRECIATION RESERVE - WEST VIRGINIA**

Line No.	CHARGES DURING THE YEAR				Balance End of Year
	For Plant Sold (f)	For Other Plant Retired (g)	Other Charges (h)	Total (i)	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

( ) denotes reverse amounts

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**INVESTMENT CREDITS - TOTAL COMPANY**

Line No.	Description of Item ( a )	Amount at End of the Year ( b )
1	Investment Credits Unamortized at Beginning of the Year	
2	Add: Investment Credits to be Amortized and/or Realized During the Year	
3	Deduct: Investment Credits Amortized During the Year	
4	Investment Credits Unamortized at End of Year	

Annual Report of \_\_\_\_\_

\_\_\_\_\_ year ended \_\_\_\_\_

**ACCUMULATED DEFERRED INCOME TAXES - ACCELERATED TAX DEPRECIATION - TOTAL COMPANY**

Explain in a note each adjustment amounting to \$25,000 or more reported in column (e). When adjustments are applicable to more than one year, indicate in the note the amount applicable to each year.

Line No.	Account	Balance at Beginning of Year (b)	Amount Deferred During Year (c)	Amount Amortized to Current Year (d)	Adjustments Debt or Credit (e)	Balance at End of Year (f)
	<b>DEFERRED OPERATING INCOME TAXES</b>					
1	Other Operating Taxes					
2	Operating Federal Income Taxes Deferred - Accelerated Tax Depreciation					
3	Income Credits and Charges Resulting from Prior Deferrals of Federal Income Taxes					
	<b>DEFERRED NONOPERATING INCOME TAXES</b>					
4	Federal Income Taxes - Nonoperating					
5	Other Nonoperating Taxes					
6	<b>Total</b>					

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**ACCUMULATED DEFERRED INCOME TAXES - OTHER - TOTAL COMPANY**

Explain in a note each adjustment amounting to \$25,000 or more reported in column (e). When adjustments are applicable to more than one year, indicate in the note the amount applicable to each year.

Line No.	Description of Item (a)	Balance at Beginning of Year (b)	Deferrals		Amortized		Adjustments Debit or Credit (e)	Balance at End of Year (f)
			Acct. (c)	Amount (d)	Acct. (e)	Amount (f)		
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11	<b>Total</b>							

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**STATISTICAL AND OTHER INFORMATION**  
(add pages as needed)

1. Number of Access Lines served - Residence and Business by Local Exchange Carrier (LEC) exchange
2. Total number of employees in West Virginia
3. Employee Compensation
4. Number of Company Locations (over 5,000 sq. ft.)
5. Number, type and location of toll switching machines in West Virginia
6. Number & description (including capacity) of each microwave route in West Virginia
7. Description (including capacity) of all cable routes in West Virginia
8. Major services introduced or discontinued during the year -  
(include operator services if applicable)
9. Locations of Points of Presence (POPs) in West Virginia
10. Dates of establishments of POPs
11. Type of LEC access utilized by each POP and toll-free access areas served by each POP
12. Identification and description of all leased facilities offered, areas served, toll-free access areas and type LEC access utilized.

Annual Report of \_\_\_\_\_ year ended \_\_\_\_\_

**STATISTICAL AND OTHER INFORMATION (continued)**  
(add pages as needed)

13. Miles of Radio Relay System

14. Miles of Video Channel

15. Miles of Cable

16. Percent of orders for service not met within 5 working days, 10 working days

17. Number of orders held, at end of reporting period, over 30 days

18. State whether company provides its own operator services. If no, provide the name of service provider, if yes, answer the following questions.

19. List the type operator services provided.

20. List locations of operator service centers.

21. Average operator response time

22. Number of Emergency calls handled

23. Average time between response and connection



**ALLOCATION DATA**

Please complete the following if company has interstate\*\* operations - Amounts as listed below must agree with applicable sections of regulatory report.

<b>Utility Plant:</b>	<b>System</b>	<b>W VA</b>
<b>In Service</b>		
Plant In Service (classified)	_____	_____
Plant Purchased or Resold	_____	_____
Complete Construction (not classified)	_____	_____
Experimental Plant (not classified)	_____	_____
Total	_____	_____
<b>Held for Future Use</b>	_____	_____
<b>Construction Work In Progress:</b>		
CWIP - Real Property	_____	_____
CWIP - Personal Property	_____	_____
Acquisition Adjustments	_____	_____
Total Utility Plant	_____	_____
<b>Depreciation Reserve</b> (applicable to above listed accounts)	_____	_____
<b>Materials and Supplies</b>	_____	_____
<b>Revenues</b>	_____	_____
	<b>System</b>	<b>W VA</b>
<b>Gas and Gas Pipeline</b>		
Company Only – Current Gas Stored	_____	_____
– Noncurrent Gas Stored	_____	_____

\*\* if not applicable please check here \_\_\_\_\_

**NOTE**

**IF RESPONDENT DOES NOT OWN PROPERTY REQUIRED TO BE LISTED  
ON ANY OF THE FOLLOWING PROPERTY SHEETS, PLEASE INDICATE  
THIS BY INSERTING "NONE" OR "N/A" ON THE APPROPRIATE FORM.**

**DO NOT LEAVE BLANK**

**PROPERTY SHEET "A" IS NO LONGER REQUIRED AND THEREFORE NOT  
PART OF THE REPORT**

**PLEASE NOTE HEADING OF PAGE WHEN FILLING OUT**









PURPOSE OF FORM #PTD 20:21

THE REQUESTED INFORMATION IS REQUIRED AS PART OF YOUR ANNUAL REPORT TO THE BOARD OF PUBLIC WORKS FOR PROPERTY TAX PURPOSES. THIS DATA IS REQUIRED UNDER PROVISIONS OF WEST VIRGINIA CODE § 11-6-1 ET SEQ. ANY INDIVIDUAL OR UTILITY FAILING TO FILE A TIMELY REPORT SHALL BE GUILTY OF A MISDEMEANOR AND LIABLE FOR A FINE OF ONE THOUSAND DOLLARS (\$1,000) FOR EACH MONTH SUCH FAILURE CONTINUES. THIS INFORMATION WILL BE REVIEWED BY STATE TAX DEPARTMENT PERSONNEL AND LOCAL COUNTY ASSESSORS TO ENSURE THAT ALL REAL PROPERTY OWNED BY A REPORTING UTILITY IS PROPERLY RECORDED ON THE LAND BOOKS OF THE COUNTY IN WHICH REAL PROPERTY IS OWNED. PROPERTY WILL BE VERIFIED AS OPERATING OR NON-OPERATING AND VERIFIED FOR PROPER TAX ASSESSING BODY. ASSESSOR WILL CERTIFY THAT CURRENT YEAR ACQUISITIONS HAVE BEEN CORRECTLY ENTERED ON THE LAND BOOKS AND NOTED WHEN TAX ASSESSING BODY IS THE BOARD OF PUBLIC WORKS.

INSTRUCTION FOR UTILITY REAL PROPERTY REPORT

1. ENTER UTILITY NAME, ADDRESS, PHONE NUMBER, COUNTY, DISTRICT AND NAME OF INDIVIDUAL COMPLETING REPORT. UTILITIES OPERATING IN MORE THAN ONE COUNTY DISTRICT NEED TO PREPARE A SEPARATE FORM FOR EACH COUNTY DISTRICT.
2. COLUMN A: LIST TAX MAP NUMBER, PARCEL NUMBER AND SIZE OR ACREAGE.
3. COLUMN B: LIST PRESENT USE OF PROPERTY SUCH AS OPERATING, NON-OPERATING, LEASED TO OTHERS OR HELD FOR FUTURE USE.
4. COLUMN C: INDICATE BY AN (X) WHICH TAXING BODY, ASSESSOR OR BOARD OF PUBLIC WORKS, IS CURRENTLY ASSESSING EACH PROPERTY FOR PROPERTY TAXES.
5. COLUMN D: LIST DATE EACH SPECIFIC PROPERTY WAS ACQUIRED.
6. COLUMN E: INDICATE WITH AN (X) ANY PROPERTY ACQUIRED DURING PAST CALENDAR YEAR.
7. COLUMN F: LIST ANY SURFACE OR STRUCTURAL IMPROVEMENTS MADE TO EACH SPECIFIC PARCEL OF REAL PROPERTY. DO NOT LIST PERSONAL PROPERTY OR EQUIPMENT ON THIS REPORT PAGE AS THEY ARE REPORTED ON OTHER PAGES OF THE BOARD OF PUBLIC WORKS REPORT.
8. ANSWER QUESTIONS BELOW PROPERTY LISTING SECTION:  
DID UTILITY ACQUIRE REAL PROPERTY DURING PAST CALENDAR YEAR?  
INDICATE (YES) OR (NO).
9. QUESTIONS CONCERNING PROPER COMPLETION OF THIS FORM SHOULD BE DIRECTED TO:

WEST VIRGINIA STATE TAX DEPARTMENT  
PROPERTY TAX DIVISION  
SPECIAL PROPERTIES SECTION  
PO BOX 1463  
CHARLESTON WV 25325  
(304) 558-3940

DUE DATE: May 1, 2024

STATE OF WEST VIRGINIA  
 UTILITY REAL PROPERTY REPORT  
 PERIOD ENDING DECEMBER 31, 2023

FORM #PTD 20:21  
 REVISED 10/12/00

UTILITY CO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

COUNTY: \_\_\_\_\_

DISTRICT: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_

INSTRUCTIONS TO UTILITY: LIST REAL PROPERTY OWNED FOR EACH COUNTY IN WHICH YOU OPERATED PROPERTY (REAL OR PERSONAL) AT THE END OF PAST CALENDAR YEAR. LIST BY COUNTY/ DISTRICT, USING A SEPARATE SHEET FOR EACH DISTRICT.			INSTRUCTIONS TO UTILITY: UTILITY WILL COMPLETE COLUMNS (A) - (F) APPLICABLE TO EACH REAL ESTATE PROPERTY LISTED. IF UTILITY DOES NOT OWN ANY REAL PROPERTY, INDICATE NONE --- NONE ( )			INSTRUCTION TO ASSESSOR: ASSESSOR WILL VERIFY TAX MAP AND PARCEL NUMBER OR DEED BOOK AND PAGE NUMBER OF EACH REAL PROPERTY LISTED.					
--- (A) --- LIST EACH LAND PARCEL SEPARATELY			--- (B) --- PRESENT USE OF PROPERTY: OPERATING, NON-OPERATING, HELD FOR FUTURE USE, OR LEASED TO OTHERS.			--- (C) --- PROPERTY ASSESSED FOR TAX BY: (CHECK ONE)		--- (D) --- FOR LAND OWNED	--- (E) --- INDICATE LAND ACQUIRED DURING <b>2023</b> BY (X)	--- (F) --- LAND, STRUCTURAL & EQUIPMENT IMPROVEMENTS	
DEED BK AND PAGE	MAP AND PARCEL	SIZE OR ACREAGE	COUNTY ASSESSOR	BOARD OF PUB. WORKS	DATE PURCHASED				DESCRIPTION	DATE	

UTILITY: DOES THIS PAGE LIST ANY REAL PROPERTY ACQUIRED OVER PAST YEAR? YES ( ) NO ( )

ASSESSOR'S SIGNATURE: \_\_\_\_\_ (TAX DEPARTMENT WILL OBTAIN SIGNATURE)

PURPOSE OF THIS INFORMATION: THE REQUESTED INFORMATION IS REQUIRED AS PART OF YOUR ANNUAL REPORT TO THE BOARD OF PUBLIC WORKS FOR PROPERTY TAX PURPOSES. THIS DATA IS REQUIRED UNDER PROVISIONS OF WEST VIRGINIA CODE § 11-6-1 et seq. ANY INDIVIDUAL OR UTILITY FAILING TO FILE A TIMELY REPORT SHALL BE GUILTY OF A MISDEMEANOR AND LIABLE FOR A FINE OF ONE THOUSAND DOLLARS (\$1,000) FOR EACH MONTH SUCH FAILURE CONTINUES.



A part of the report of \_\_\_\_\_ Company

=====
OATH
=====

State of \_\_\_\_\_

County of \_\_\_\_\_

ss:

I, THE UNDERSIGNED \_\_\_\_\_
(Name of Officer) (Official Title)

of the \_\_\_\_\_ Company, on my oath say that the return as shown on this and the foregoing pages of this report, has been prepared from the original books, papers and records of said Company, that I have carefully examined the same and declare the same and each page thereof to be a complete and correct statement of the business and affairs of said Company in respect to each and every matter and thing therein set forth, and that all property has been reported at its book value and true and Actual Value, to the best of my knowledge, information and belief, the words "true and actual value" being understood by me to mean that price for which the before mentioned property would sell if voluntarily offered for sale upon such terms as such property is usually sold and not the price which might be realized if said property was sold at a forced sale, and that there have been no expenditures for "additions, and new work" either within or without the State of West Virginia except as shown by the Plant and Investment Account of this report; and that the foregoing return includes all property owned, leased or operated in the State of West Virginia by said Company during the period for which said return is made.

\_\_\_\_\_  
\_\_\_\_\_  
(Official Title)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public

(The return must be verified on the oath of the President, Vice President, Secretary or Principal Accounting Officer.)