

FCC [[#]]
ISP-AMD

FEDERAL COMMUNICATIONS COMMISSION

Not Yet Approved by OMB
3060-1163

**Instructions for
Amendment of Section 310(b) Petition for
Declaratory Ruling**

ISP-AMD

GENERAL INSTRUCTIONS

Purpose of Form

This form is used to amend a pending petition for declaratory ruling under Section 310(b) of the Communications Act of 1934 (ISP-PDR). An amendment is filed when the Petitioner needs to make a material change in the pending petition.

Who Must File This Form and When

Every entity seeking to amend a pending section 310(b) petition for declaratory ruling must use this form to amend the information furnished in the pending petition if such information is no longer substantially accurate and complete in all significant respects. The Petitioner must file the amendment as promptly as possible and in any event within thirty (30) days from when the change in information occurred (including thirty (30) days from a request by Commission staff for additional information).

Description of Form

This form consists of a main form which will bring up the information filed in the petition to be amended. The Petitioner should make the required changes. There is an ability to file attachment(s) if the changed information pertains to a previously submitted attachment. The Petitioner is encouraged to upload a single document in machine readable format, including all required information. The Petitioner must fill in all required fields, upload required documents, make all required certifications, and sign the form before submitting the application.

Information Current and Complete

Information filed in the application with the Commission must be kept current and complete under [section 1.65](#) of the Commission's rules. The Petitioner can file a further amendment to a submitted petition by filing a separate ISP-AMD form.

Applicant(s) should refer to the Debt Collection Improvement Act of 1996. The Debt Collection Act requires all federal agencies ensure that no debtors to the Federal government obtain any licenses or other benefits from the FCC. To ensure this, the Commission must collect FRN information to correlate its Applicants with any outstanding Federal debt that they might have incurred in other dealings with the Federal government. For additional information, , see the [FCC's Debt Collection webpage](#).

FCC Notice Required By The Paperwork Reduction Act

We have estimated that on average each response to this collection of information will be 1 hour. Our estimate includes the time to read the instructions, look through existing records, gather and maintain the required data, and actually complete and review the form or response. If you have any comments on this burden estimate, or on how we can improve the collection and reduce the burden it causes you, please e-mail them to pra@fcc.gov or send them to the Federal Communications Commission, AMDPERM,

Paperwork Reduction Project (3060-0686), Washington, DC 20554. Please DO NOT SEND COMPLETED APPLICATIONS TO THIS ADDRESS.

The Applicant is not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number of if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0686. This notice is required by the Paperwork Reduction Act of 1995, P.L. 104-13, October 1, 1995, 44 U.S.C. Section 3507.

For Assistance

For assistance with completing the forms, contact Office of International Affairs, Telecommunications and Analysis Division at OIA-TAD@fcc.gov or at (202) 418-1480.

FILING INSTRUCTIONS FOR MAIN ITC-AMD

Item 1. Enter the file number for the petition that is being amended.

Item 2. The Petitioner will need to enter a new “Brief Description of Application.” For example, “Amendment to ISP-PDR-XXXXXXX-XXXXXX, to add Company A as a 10% or greater owner of the Petitioner.”

Item 3. The Petitioner has attached a narrative statement describing the changes to the petition being made in this amendment. [\[check box\]](#)

The system will bring up the petition to be amended with each answer pre-populated from the petition as it was filed, except for the (1) petition description, (2) Certification Statements check boxes, and (3) signature block.

The Petitioner should change any information that it needs to, and/or upload any new or revised attachments.

The Petitioner will need to re-certify the petition and provide the required information for signing the petition.

To see the instructions for the original petition, click on the links below:

- **ISP-PDR Form.** [\[link to its instructions\]](#)