

Common Errors in Completing NRUF Form 502

Issue	Solution
1. When submitting an NRUF forecast for an overlay complex (e.g., 304/681 in WV), the Service Provider (SP) submits a forecast for all NPAs in the overlay complex.	Per the Geographic Job Aid document, if the forecast portion of the NRUF includes overlay areas, the carrier is directed to enter only one of the NPAs in the overlay complex.
2. When providing a forecast for a particular rate center, the wrong form is selected resulting in an excessively large forecast.	When providing a forecast for a particular rate center, be aware of the difference in the quantity of telephone numbers between the F1 series (for Pooling Carriers) and the F2 series (for Non-Pooling Carriers in Pooling Areas.) Quantities entered correspond to blocks (e.g., 1=1,000 telephone numbers) and codes (e.g., 1=10,000 telephone numbers), respectively.
3. "Email address present in company information is invalid"	The contact person listed on the company information page within the NRUF Form 502 is not a registered user or, if they are registered, their password has expired. Registrations may be re-enabled by contacting the Help Desk at (866) 623-2282 or nanpa-login@neustar.biz .
4. "Service Provider OCN field does not belong to the user"	The applicable Operating Company Number must be added to the user's NAS profile.
5. "Field Rate Center is invalid for the NPA given"	SPs may refer to the rate center abbreviation list under "Services," then "NRUF Data Collection & Analysis" for assistance in listing the correct rate center abbreviation.
6. "Utilization/Forecast reported multiple times"	SPs cannot duplicate the listing of a block (NPA-NXX-X) or code (NPA-NXX) for utilization forms, or a particular NPA and/or rate center for forecast forms.
7. "Field Assignee/Assignor is Missing"	If an SP is reporting intermediate numbers on U1 or U2, the SP must report the name of the SP(s) to which numbers were given in the Notes/Assignee column of Form 502. If an SP is reporting on the U3 or U4 forms, the SP must list the name of the SP from which numbers were received in the Notes/Assignee column.

Issue	Solution
8. "Please complete the appropriate forecast in order to proceed"	Re-submit the NRUF with the appropriate forecast form.
9. "Field Donated Block has too many used numbers [value] on form U1"	If the field "Donated to Pool?" is checked on U1, the total numbers reported in the usage columns (Assigned, etc.) cannot exceed 100 (10%) per block.
10. "Forecast for Year x is out of range for form..."	Enter no more than one (1) on initial forecast forms (F1a, etc.) Enter no more than 50 on growth forecast forms F1b or F2b; on F3b the limit is 100.