Behavioral Health Crisis Response Services 9-8-8 Trust Fund Report

State of Maryland - Comptroller of the Treasury
Revenue Administration Division
P.O. Box 207 Annapolis, Maryland 21404-0207

CHECK ONE: Telephone Company () 9-8-8 Service Carrier ()

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9-8-8 Trust Fund Report Instructions

Each company providing 9-8-8 accessible service in Maryland shall remit 9-8-8 Surcharge fees by completing the form titled "9-8-8 Trust Fund Report" as indicated below:

- ➤ Place an "X" in the space provided to identify if you are a **Telephone**Company or 9-8-8 Service Carrier
- > Enter the business information including Company Name, Phone, and Mailing Address.
- ➤ **Report Month** identify the month/year of the collected fees (one month per form)
- ➤ Enter the **Number of Subscribers (9-8-8 Accessible Services)** remitting fees for that month for each county and Baltimore City
- \triangleright The **Rate** (pre-populated \$0.25 from each subscriber as defined above)
- ➤ Multiply the number of subscribers by the rate (\$0.25) and enter the **Total Fees Collected** for each county
- > Calculate the sum of the amounts collected from all the counties and enter the **Total** in the space provided
- ➤ Applicable to 9-8-8 Service Carriers only, a .5 percent administrative fee may be retained. To calculate the **Collection Allowance**, multiply the **Total** by .005 and enter the results
- ➤ If you are telephone company enter the total fees collected next to **Total Remittance**. For 9-8-8 Service Carriers only Subtract the Collection Allowance from the Total and enter the results next to **Total Remittance**
- **➤** Comments Area –
- All remittance forms must be signed and dated to certify accuracy

Make the check payable to "MD - Comptroller of the Treasury" (please indicate "9-8-8 Trust Fund" on the memo/note line) and send to the following address:

State of Maryland-Comptroller of the Treasury Revenue Administration Division P.O. Box 207 Annapolis, MD 21404-0207