

Common Errors in Completing NRUF Form 502

Issue	Solution
1. “Field Rate Center is invalid for the NPA given”	SPs may refer to the rate center abbreviation list under “NRUF,” then “Submission Methods and Resources” for assistance in listing the correct rate center abbreviation.
2. “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 in NAS. If they are registered, their password has expired or the email address provided must match the NAS profile. Registrations may be re-enabled by contacting the Help Desk at (866) 623-2282 or nanpa-login@team.neustar .
3. “Utilization/Forecast reported multiple times”	Remove the duplicate entry from the appropriate utilization and/or forecast form.
4. “Invalid NRUF Form 502, Edition date of June 2016 is required.”	Download the updated NRUF Form 502 located at https://www.nationalnanpa.com/nruf_resources/index.html
5. “Invalid NPA-State combination on form...”	Enter a state abbreviation (e.g., OH) that corresponds to the NPA (e.g., 937.)
6. “Field Assignee/Assignor is missing”	Enter the name of the entity to which intermediate numbers have been assigned or from which intermediate numbers have been received in the “Notes/Assignee” field.
7. “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 the F3b, the limit is 100.
8. “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.
9. “Service Provider OCN field does not belong to the user”	The applicable Operating Company Number must be added to the user’s NAS profile.
10. “Please complete the appropriate forecast in order to proceed.”	Primary carriers are required to submit at least one forecast form. If there is no need for additional resources, the SP must list at least one NPA, the rate center abbreviation and/or state abbreviation, and leave the quantities under the “Year” columns defaulted to zero (0) on the appropriate growth forecast form. This will satisfy your forecast requirement.