

- short code
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# Content Provider Management Hub

STEP BY STEP INSTRUCTIONS FOR NAVIGATING THE CONTENT PROVIDERS PAGE

## Version 1.0

Effective Date: 1/1/2026

## Related Links & Guides

- [www.usshortcodes.com](http://www.usshortcodes.com)
- [Add Content Provider User Guide](#)
- [Edit Content Provider User Guide](#)

Commented [MN1]: @Matt Cray - need complete names

## Getting Started

This guide provides an overview of what you can view from the **Content Providers** page in the Short Code Registry.

The Content Providers Page lets you:

1) View all managed content providers and summary details

2) View an individual Content Provider Profile

3) Identify Brands that require action:

- Submit for Initial Vetting
- Update Content Providers that were unsuccessful and "Need Revisions"
- Submit for Annual Re-vetting
- Assign short codes to successfully vetted Content Providers

4) Check the vetting status of a Content Provider

5) Add a new Content Provider

Start by selecting **Content Providers** from the blue navigation bar on the left side of your screen.

Content Provider	Doing Business As	FEBN	Re-vet Date	CP Status
A Apple		12-32232323	12/08/2026 365 days remaining	Awaiting Assignment
B Big Bad Texting		13231213223131322131241	-	Under Review
E Echo Communications		43-9587652	-	Completed
H Hilton		96-5967536	-	Completed

## Content Providers Page

At the top of the Content Providers page, you will see the different filter cards that you can click to sort your Content Providers depending on their vetting status.

- **In Progress** – Content Provider has NOT been submitted for vetting.
- **Under Review** – Content Provider has been submitted for vetting.
- **Need Action** – Content Provider has been reviewed and need revisions for vetting process.
- **Awaiting Assignment** – Content Provider vetting completed and is waiting for a Short Code to be assigned to it.
- **Completed** – Vetting completed and a Short Code is assigned to the Content Provider.

Select the **Add New Content Provider** button if you need to add a new **Content Provider** to your account.

To add a Content Provider, follow the **Add Content Provider User Guide**.

The screenshot displays the 'Content Providers' page. At the top right, there is a user profile for 'Sanford C. Rubens' and a shopping cart icon. The main header features the title 'Content Providers' and a search bar labeled 'Search for a Content Provider'. Below the header, there is a row of filter cards: '7 Content Providers', '1 In Progress', '1 Under Review', '1 Needs Action', '1 Awaiting Assignment', and '3 Completed'. A red box highlights these filter cards and the 'Add New Content Provider' button. Below the filters is a table with the following data:

Content Provider	Doing Business As	FEIN	Re-vet Date	CP Status
A Apple		12-3232323	12/08/2026 365 days remaining	Awaiting Assignment
B Big Bad Texting		13231213231131322131241	-	Under Review
E Echo Communications		43-9587652	-	Completed
H Hilton		96-5967536	-	Completed

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## Content Providers Table

You can sort the content provider table even further by using the search bar or column headers.

The search bar can be used to search for a specific **Content Provider** using its name.

All the column headers can be sorted from A-Z or Z-A to help you find the content provider you are searching for.

- Content Provider: The legal name of your organization
- DBA: The name your content provider operates under publicly
- FEIN: Federal Employer Identification Number
- Re-vet Date: Your next required vetting review date
- CP Status: Current position in the vetting workflow

[JOB]

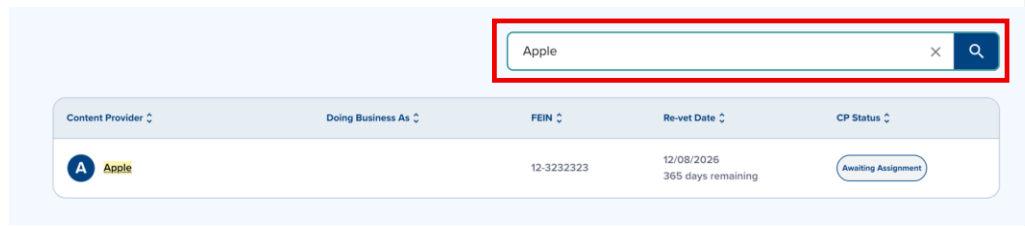
The image shows two red rectangular boxes highlighting search and sorting controls in a table interface. The top box is a search bar, and the bottom box is a sorting dropdown menu.


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## Content Providers Table Search Bar

You can use the **Search Bar** above the **Content Providers** table to search for the **Content Provider Name**.

To clear your search, you can either delete what you typed in or hit the "X" next to the magnifying glass.



Content Provider	Doing Business As	FEIN	Re-vet Date	CP Status
 Apple		12-3232323	12/08/2026 365 days remaining	Awaiting Assignment

## Content Providers Table

(Continued)

On the left most side of the table you will see the Content Provider column which lists all the different content providers that you have added to your account.

You can filter the **Content Providers** alphabetically (A-Z or Z-A) by clicking Content Provider and the arrows next to it.

You can also click into the **Content Provider** that you want to see more details on, and it will bring you to that specific **Content Provider** page.

### Content Providers

[Add New Content Provider](#)

7  
Content Providers

1  
In Progress

1  
Under Review

1  
Needs Action

1  
Awaiting Assignment

3  
Completed

🔍

Content Provider ^	Doing Business As	FEIN	Re-vet Date	CP Status
<span style="background-color: #007bff; color: white; border-radius: 50%; padding: 2px 5px;">A</span> Apple		12-3232323	12/08/2026 <small>365 days remaining</small>	<span style="border: 1px solid #007bff; border-radius: 15px; padding: 2px 5px; font-size: 0.8em;">Awaiting Assignment</span>
<span style="background-color: #007bff; color: white; border-radius: 50%; padding: 2px 5px;">B</span> Big_Bad_Texting		1323121232311322131241	-	<span style="border: 1px solid #007bff; border-radius: 15px; padding: 2px 5px; font-size: 0.8em;">Under Review</span>
<span style="background-color: #007bff; color: white; border-radius: 50%; padding: 2px 5px;">E</span> Echo_Communications		43-9587652	-	<span style="border: 1px solid #007bff; border-radius: 15px; padding: 2px 5px; font-size: 0.8em;">Completed</span>
<span style="background-color: #007bff; color: white; border-radius: 50%; padding: 2px 5px;">H</span> Hilton		96-5967536	-	<span style="border: 1px solid #007bff; border-radius: 15px; padding: 2px 5px; font-size: 0.8em;">Completed</span>

Content Provider v	Doing Business As	FEIN	Re-vet Date	CP Status
<span style="background-color: #007bff; color: white; border-radius: 50%; padding: 2px 5px;">N</span> Novaire		97-5653642	-	<span style="border: 1px solid #007bff; border-radius: 15px; padding: 2px 5px; font-size: 0.8em;">Needs Revision</span>
<span style="background-color: #007bff; color: white; border-radius: 50%; padding: 2px 5px;">M</span> Marriott		-	-	<span style="border: 1px solid #007bff; border-radius: 15px; padding: 2px 5px; font-size: 0.8em;">In Progress</span>
<span style="background-color: #007bff; color: white; border-radius: 50%; padding: 2px 5px;">H</span> Hyatt		96-5967576	-	<span style="border: 1px solid #007bff; border-radius: 15px; padding: 2px 5px; font-size: 0.8em;">Completed</span>
<span style="background-color: #007bff; color: white; border-radius: 50%; padding: 2px 5px;">H</span> Hilton		96-5967536	-	<span style="border: 1px solid #007bff; border-radius: 15px; padding: 2px 5px; font-size: 0.8em;">Completed</span>

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## Content Providers Profile

The **General Content Provider Info** tab describes all the submitted information about your content provider. Some key fields:

**General Content Provider Info:** Content Provider name, DBA, Content Provider ID, and address.

**Legal Content Provider Details:** Legal Entity Type, country and state of registration, organization URL, stock market symbol, and estimated annual revenue.

**Content Provider Identifiers:** Federal Tax ID, DUNS, GIIN, and LEI

**Primary Point of Contact and Secondary Point of Contact.**

From the **General Content Provider Info** page, you can also **Edit Content Provider**. Follow the **Edit Content Provider User Guide** for more information on editing a Content Provider.

There is also an option to **Delete Content Provider**, but this can only be done before vetting occurs.

[← Content Providers](#)

### Echo Communications

GENERAL CONTENT PROVIDER INFO STATUS

**General Content Provider Info** [Edit Content Provider](#)

**E** CONTENT PROVIDER NAME  
Echo Communications

DOING BUSINESS AS	STREET ADDRESS 1	STREET ADDRESS 2	CITY
Echo Communications Inc	11500 FINANCIAL CENTRE PKWY	-	LITTLE ROCK
CONTENT PROVIDER ID	STATE	ZIP CODE	COUNTRY / REGION
8371	Arkansas	72211	United States

**Legal Content Provider Details**

LEGAL ENTITY TYPE	ORGANIZATION URL	FEDERAL TAX ID	LEI
Corporation	www.echocommunications....	43-9587652	-
COUNTRY OF REGISTRATION	STOCK MARKET SYMBOL	DUNS	GIIN
United States	-	-	-
STATE OF REGISTRATION	ESTIMATED ANNUAL REVENUE		
Arkansas	-		

**Content Provider Identifiers**

**Primary Point of Contact**

CC	NAME	PHONE NUMBER	EXTENSION	EMAIL	SECONDARY POINT OF CONTACT
CC	Cliff Cook	+1 (043) 875-0843	-	mryan+3@gchtech.com	<a href="#">+ Add Contact</a>

**Delete Content Provider**

You can delete the content provider only before submitting it for vetting. Once submitted, it cannot be deleted. This action is irreversible.

[Delete Content Provider](#)

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To go back, click the **Content Providers** button on the top left of the page.

## Status

The **Status** tab describes all the vetting statuses and short codes about your Content Provider. Some key fields:

**Content Provider Status:** Your current Content Provider vetting status.

**Short Codes:** Your short codes that are assigned to the Content Provider.

**Vetting History:** Your full vetting history for your Content Provider with dates and times.

To go back, click the **Content Providers** button on the top left of the page.

← Content Providers

## Echo Communications

GENERAL CONTENT PROVIDER INFO STATUS

Content Provider Status

Completed

Content Provider process completed, and short codes successfully assigned.

Manage Short Codes

**Vetting History**

Subject	Date & Time
Initial Vetting	9/16/25 at 10:44 am
Update Vetting	10/2/25 at 2:00 pm
Update Vetting	12/22/25 at 1:36 pm

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## CP Status

When looking at the **CP Status**, you can click on the status pills to open the **Status** page for that specific Content Provider.

The screenshot shows the 'Content Providers' dashboard. At the top, there is a progress bar with five stages: 'Content Providers' (7), 'In Progress' (1), 'Under Review' (1), 'Needs Action' (1), 'Awaiting Assignment' (1), and 'Completed' (3). Below the progress bar is a search bar and a table of content providers. The table has columns for 'Content Provider', 'Doing Business As', 'FEN', and 'Revert Date'. The 'CP Status' column contains status pills for each provider, which are highlighted with a red box. Below the table, there is another red box.

Content Provider	Doing Business As	FEN	Revert Date	CP Status
A Astute		12-3232323	12/08/2026 368 days remaining	Awaiting Assignment
E Echo Communications	Echo Communications Inc	43-9587652	-	Completed
H Hutt		96-5967676	-	Completed
H Hillen		96-5967636	-	Completed
M Meridian		-	-	In Progress
N Novatec		97-5653642	-	Needs Review
B New Best Practice		1323121323131322131241	-	Under Review

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Content Provider	Doing Business As	FEIN	Re-vet Date	CP Status
B Big Bad Tealogs		1323121323131322131241	-	Under Review
N Novalis		97-5653642	-	Needs Revision
M Marriott		-	-	In Progress
E Echo Communications	Echo Communications Inc	43-9587652	-	Completed
H Hyatt		96-5967976	-	Completed
H Hilton		96-5967936	-	Completed
A Akide		12-3232323	12/08/2026 365 days remaining	Awaiting Assignment

## Version History

Date	Version	Details
12/15/25	1.0	Initial Release