



**FORM 471 RECEIPT ACKNOWLEDGMENT LETTER**  
**(Funding Year 2009: 07/01/2009 – 06/30/2010)**

Date xx, xxxx

Service Provider Contact Name  
Service Provider Name  
Service Provider Address  
SP Address Line 2  
City, State Zip Code

**Re: SPIN – 143XXXXXX**

This notification is an acknowledgment that USAC has received FCC Forms 471, "Services Ordered and Certification Form," containing Funding Request Numbers (FRNs) that list your Service Provider Identification Number (SPIN). Please keep a copy of this letter for your records.

Your school or library customers, as noted below, have applied for Universal Service support for their advanced telecommunications needs. The total amount of the pre-discount costs for the funding requests contained in this letter is \$xx, xxx.xx. You may receive additional letters that feature funding requests received by USAC in other Form 471 applications.

The FRNs listed in this Form 471 Receipt Acknowledgment Letter (RAL) were successfully filed within the application filing window.

REMINDERS REGARDING THE RAL

- This letter does NOT contain any decisions concerning requests for discounts.
- See "Guide to USAC Letter Reports" posted in the Reference Area of our website for a description of each individual field in the following Form 471 RAL Line Item Request Report (Report).
- Work with your customers to provide assistance with submission of complete Item 21 attachments. See "Item 21 Attachments for Form 471" on our website.

Review the attached "Report" for any errors. If you identify any errors, we recommend that you contact your customers as soon as possible so that they may request allowable corrections as described in their letter and on our website.

## GENERAL REMINDERS

- File your FCC Form 473, "Service Provider Annual Certification (SPAC) Form" for FY2009 now to assist with timely processing of your invoices to USAC.
- File or revise an FCC Form 498, "Service Provider Identification Number and Contact Information Form" to update your contact information with USAC, if needed. You can update most information online. See the "Required Forms" area of our website.
- The funds an applicant has budgeted to provide necessary resources must NOT be provided directly or indirectly by a service provider. See Form 471, Block 6, Item 25 Certification and instructions.
- Retain documentation showing your compliance with all statutes and Federal Communications Commission rules. See "Document Retention Requirements" posted in the Reference Area of our website.
- Retain all required documents for a period of at least five years after the last day of service delivered.
- Work with your customers, if needed, to ensure timely responses to USAC inquiries.
- Work with your customers to ensure timely delivery of discounted services.

COMPLETE PROGRAM INFORMATION is posted on our website. You may also contact our Client Service Bureau using the "Submit a Question" link on our website, toll-free by fax at 1-888-276-8736 or toll-free by phone at 1-888-203-8100.

Schools and Libraries Division  
Universal Service Administrative Company

**Form 471 RAL Line Item Report**

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FRN:

Form 471 Application Number:  
Form 470 Application Number:  
Name of Billed Entity:  
Billed Entity Number:  
Address of Billed Entity:  
Telephone Number of Billed Entity:  
Name of Contact Person:  
Telephone Number of Contact Person:  
Category of Service:  
Contract Number:  
Billing Account Number:  
Allowable Vendor Selection/Contract Date:  
Contract Award Date:  
Service Start Date:  
Contract Expiration Date:  
Site Identifier: (Shown only for site-specific services from Block 5, Item 22a.)  
Pre-discount Amount:  
Discount Percentage Requested:  
Funding Commitment Request:

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FRN:

Form 471 Application Number:  
Form 470 Application Number:  
Name of Billed Entity:  
Billed Entity Number:  
Address of Billed Entity:  
Telephone Number of Billed Entity:  
Name of Contact Person:  
Telephone Number of Contact Person:  
Category of Service:  
Contract Number:  
Billing Account Number:  
Allowable Vendor Selection/Contract Date:  
Contract Award Date:  
Service Start Date:  
Contract Expiration Date:  
Site Identifier: (Shown only for site-specific services from Block 5, Item 22a.)  
Pre-discount Amount:  
Discount Percentage Requested:  
Funding Commitment Request: