

# Two Methods of E-Rate Invoicing

Applicants in the E-Rate program can choose how to receive reimbursement from USAC for the discounted portion of the cost of their approved, eligible services and/or equipment.

Invoice path starts with applicants' FCC Form 471 but can be changed.

## BEAR Method

In the **BEAR (Billed Entity Applicant Reimbursement)** method, the applicant invoices USAC directly.

**Before invoicing USAC for the discounted portion of the bill, applicant must have:**

- Ensured that the Service Provider's SPAC was filed
- Filed an FCC Form 498 and obtained a 498 ID/SPIN
- Paid the service provider in full for approved eligible equipment and service costs
- Filed FCC Form 486 to certify service start and CIPA compliance

**The service provider must have:**

- Filed an FCC Form 473

Service providers **MUST** file a SPAC for disbursements to occur. Applicants should verify a SPAC has been filed.

**Applicant**

Invoice via BEAR

Applicant files the FCC Form 472

**Service Provider**

Invoice via SPI

Service provider files the FCC Form 474

All equipment and/or services must be delivered and installed before the service delivery deadline.

Invoice Deadline Date

## SPI Method

In the **SPI (Service Provider Invoicing)** method, the service provider invoices USAC.

**Before invoicing USAC for the discounted portion of the bill, the service provider must have:**

- Filed an FCC Form 498 and obtained a 498 ID/SPIN
- Certified an FCC Form 473
- Filed a Service Provider Annual Certification Form (SPAC)/FCC Form 473
- Billed the applicant for thenon-discounted portion of approved eligible equipment and service costs

**The applicant must have:**

- Filed an FCC Form 486 to certify service start and CIPA compliance