

INSTALLATION CHECKLIST

START

☐ **FCC Form 471:** Request discounts on eligible services and equipment for the upcoming funding year and receive a funding commitment from USAC.



☐ The equipment purchased (with E-rate funds) has been delivered.

☐ **Don't** just put your equipment away and **forget about it.** Work with your service provider to ensure it is installed and functioning. Document the process!



FCC FORM 500

☐ **Request Extension:** If you are unable to install the equipment by Sept. 30, you must file FCC Form 500 to request an additional 12 months for installation.



☐ **Equipment must be installed by the September 30 deadline,** following the close of the funding year on June 30 (unless you receive an extension).



IMPORTANT REMINDER



If the equipment is not installed by Sept. 30, and you do not have an extension, **USAC may recover funds.**

☐ The equipment has been installed by the Sept. 30 deadline.

FINISH

