

<u>Overview</u>

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Completing FCC Form 497

FCC Form 497, the Lifeline Worksheet, is an official FCC Form used by carriers to submit Low Income support claims.

Carriers first submit the FCC Form 497 to USAC. The form consists of two pages – details concerning monthly support claims and data certification. Carriers must file one FCC Form 497 for each month.

Carriers can submit this form via U.S. mail, fax, email, or online. The online FCC Form 497 is the preferred submission method.

Online filing increases process efficiencies, has built-in validations to ensure accuracy, and if filed online by the eighth calendar day, the FCC Form 497 will be processed for disbursement by the end of that month (beginning October 8, 2012).

Process Overview for Authorized Users





Signing Into E-File

If you have used E-File in the past, or if you have received a USAC assigned User ID and password, go to <u>https://forms.universalservice.org</u> and log in.

Contact your company's Officer or General Contact if you do not have a USAC User ID. A new user will be asked to change their password the first time they log in to E-File. The user will receive a confirmation message on screen for a successful password change and should then return to the E-File homepage to log in.

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File Edit View Favorites Tools Help		•
😭 🕸 🍘 Universal Service Administrative Company - Login		🚹 • 🔂 👘 🖶 Page • 🎧 Tools •
USAC		EFILE
Existing	sersmay log in below	version 2.19.00
	E-File Sign In	
	User ID: Password:	
	Login Reset	
	Forgot password	
New use	rs, please select from the options below:	
	<u>New Service Provider</u> <u>New Contributor</u>	

After changing their password, first time E-File users will be asked to read and accept/reject the full E-File Terms and Conditions.

29	tocated in the Useric or Columona and agree to waive any and air objections to the exercise or jurisdiction by such courts. I acknowledge and agree that if my account is deadwated or terminated for any reason, the following obligations of the Termis and Conditions will survive: 4, 5, 11, 12, 13, 14, 15, 16, 17, 18, 19, 21, 24, 26 and 28.
	FOR ACCOUNTS ALLOWED TO SIGN AND CERTIFY FORMS ELECTRONICALLY.
	In addition to the Terms and Conditions listed above:
	i acknowledge and agree that i may use my account and electronic signature to electronically sign forms, enabling me to certify and submit forms electronically without having to mail the original to USAC. I acknowledge and agree that by logging its my account using my User ID and password, typing my password in the signature line of the form, and clicking the "Certify & Submit" button at the end of the form, I have submitted my electronic signature to the form.
	I acknowledge and agree that my electronic signature is equivalent to my handwritten signature on the form.
	I acknowledge and agree that by electronically signing the form, I am making the certifications stated in that form.
34.	Lacknowledge and agree that when Letectonically certify a form using my RPIC Applicant Portal account, the firm will be considered filed and cirtified and an electronic acknowledgement will be sent to me. If i do not receive this acknowledgement, i shall immediate conduct USA of 1400-225-547 or rdn-admini@usa.com
	I acknowledge and agree that I am authorbed to certify, sign and submit forms regarding the universal service fund on behalf of the HCP I represent.
36	Lacknowledge and agree that my accounts associated with the HCP on whose behalf I am authorized to sign forms. Eachnowledge and agree that if I am no longer authorized to the HCPI am currently associated with to sign forms, insuit do one of the following: (1) change my permissions or deachate my own account through the "account Sterings" functionality in the system; (2) if I am not the primary account the primary account blocker for my HCP and request that houses to my permissions or deachatem or (0) contact USAs of 1400-0229-5476 or tho adminiguate containes to my permissions or deachatem of my account (0) contact USAs of 1400-0229-5476 or the odminiguate containes to my permissions or deachatem of my account.
37.	I acknowledge that persons willfully making failse statements on the FCC forms can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. § 502, 503(b), or line or imprisonment under Title 18 of the United states Code, 18 U.S.C. § 1001.
	FOR ACCOUNTS HOLDERS ALLOWED TO CREATE, OR WHO HAVE CONTROL OVER, SECONDARY ACCOUNT HOLDERS.
	In addition to the Terms and Conditions listed above:
38.	Lacknowledge and agree that Livill only create secondary accounts for, and grant appropriate access to, individuals authorized to (1) view and upload HCP materials, information and FCC forms, and perform data entry on FCC forms and (2) in certain cases, sion and certify FCC forms for their associated HCPs.
39.	I acknowledge and agree that secondary account holders will have access to all of the information in the RHC Applicant Portal for the HCPs to which they are assigned regardless of who uploaded the information or when it
40.	was upbaded.1 actinoidedge and agree half i do not wart a secondary account holder to have access to one or more pieces of information for an HCP, I will not give the secondary account holder permissions to that HCP, I acknowledge and agree half a secondary account was over which i have access to any piece have account piece or the secondary account holder permissions to that HCP.
41.	access o the RHC Applicant Portal, I will exactivate or modify the permissions accordingly. Lathoneledge and agree that when my account is descharted, a new primary account for think includer must be assigned within fourteen (14) days or the secondary accounts will be deacharted.
_	scoupt Reject
	© 2012 Universal Service Administrative Company (USAC). All rights reserved.
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Completing Online FCC Form 497 User Instructions



Select "497 Online Form" from the Information Center menu.

USAC University Administrative Company Holping Keys Americana Company				
Information Center	Information Center			
- Service Provicers				
- New Spin				
- Schools and Lbraries	Service Providers			
- 472 Online Bear	Form 498 SPIN	Company Name	Tax ID	
- Online Item 21	143001649	Ayersville Telephone Company	344180105	
- 497 Online Form				
101 0. Aug 7	Schools & Libraries			
- Download Forms	Form 498 SPIN	Company Name	Tax ID	
- Authorized Users	143001649	Ayersville Telephone Company	344180105	[entitlements]
- New User				
- My Account				
- Change Password	High Cost & Low Income			Manage your LI Entitlements

Following September 1, 2012, for your initial FCC Form 497 login, first time users must certify their entitlements as either an FCC Form 497 Officer or an FCC Form 497 User.



Each time you log in to "497 Online Form", users must accept or reject the Terms and Conditions. "Accept" will take the user to the online FCC Form 497. "Reject" will take the user back to the E-File homepage.

By logging into your account and clicking the "certify as a handwritten signature on the form.	r" button at the end of the form, you have electronically signed the form. You are reminded that an electronic signature is the same
To see a copy of the Terms and Conditions to which	you previously agreed please click here: [Terms and conditions]
If you click "Accept" you are affirming your complian If you click "Reject" you must file the form in hardcop	
	Accept Reject



Entering a Single FCC Form 497

The online FCC Form 497 defaults to a single form submission. Carriers must submit forms for each month. Bulk Upload is available to users that submit data for multiple SPINs and/or SACs at a single time.

USAC Unversal Service Administrative Company		Low Income
Loggef in as: spuser May 15 2009	Form 497	Search
	Search Otheria SPIN 14303 SAC 0	0852
49' Bulk Upload (Mutple SPIN/SAC Submission)	Applies to month May 20	
Reum to E-File Portal	Search April 2(March	opples to month
Logout	SPIN SAC Name Filing Satus Januar	ry 2009
	Octobe	nber 2008 er 2008 mber 2008
	August July 20 June 2	008 2008
	May 20 April March	2008
		ary 2008 ry 2008

Once you've selected a SPIN, the system displays a list of SACs related to the selected SPIN. Carriers can submit new or revised forms for any month during the Administrative Window. Carriers must submit forms for each "Applies to Month" for active SPIN/SAC combinations.

On the List of SACs table, "Filing Status" lists whether there is currently no filing, a saved form, or a certified form. "Submission Type" lets you know if a form was submitted online, offline, or N/A. "View/Print" displays PDFs of forms submitted online.

To start a new filing, select "Select 497" for the SPIN/SAC combination that you wish to submit data for reimbursement.

		S	PIN 14300 AC 0 ata Month June 2			
SFIN	SAC	L Name	Search ist of SACs base Filing Status	Reset	View/Print	Select 49
1430(4791	170169	Verizon North Inc.	No Filing	Submission Type	view/Print	Select 49
1430(4791	170170	Verizon North Inc.	No Filing	N/A	-	Select 49
1430(4791	170201	Verizon North Inc.	No Filing	N/A		Select 49
1430(4791	300615	Verizon North Inc.	No Filing	N/A		Select 49
1430(4791	310695	Verizon North Inc.	No Filing	N/A		Select 49
1430(4791	320772	Verizon North Inc.	No Filing	N/A		Select 491
1430(4791	320779	Verizon North Inc.	No Filing	N/A		Select 49
1430(4791	330886	Verizon North Inc.	No Filing	N/A.		Select 49
1430(4791	341015	Verizon North Inc.	No Filing	N/A		Select 49
1430(4791	341036	Verizon North Inc.	No Filing	N/A		Select 49



Once you've made a selection, the information from the form is pre-populated into select fields. Selecting "Save" on any screen both saves data and identifies errors. Users can save the form at any time and move on to another page, or "Exit to 497 Search" page.

143001099 [299001		Totals			
August 2012 Io8/20/2012 IOriginal		Total Liteline Support Total TLS Support Total Link Up Support ETC Payment	10 10 10		
Ufeline Only	High Cost/Low Income				
•		Contact Name* Telephone Number* Fax Number E-mail Address			
	Ben Lomand Commu August 2012 06/20/2012 Original © Wireline	Ben Lomand Communications LLC Autoust 2012 56/202012 Orional @ Wireline Wireless	Ben Lomand Communications LLC Auoust 2012 B0502012 B076inaat Wreless Uteline Only High CostLow Income Contact Name* Felx Number Erx Number Erx all	Ben Lomand Communications LLC Auoust 2012 B0502012 B0502 B05	Ben Lomand Communications LLC Auoust 2012 B0250012 B0250012 B0250012 BC CostLow Income Contact Name* Telephone Number* Fax Number E-mail

The online FCC Form 497 is similar to the paper FCC Form 497. The benefits of the online FCC Form 497 are that it identifies and explains any errors (red box below), will run calculations (orange box below), provides help language when you hover over a field (blue box below), and displays totals on each page (purple box).

SPIN Serving Area Filer 4991D	143001099					
	299001		Totals	_	7	
State Reporting Company Name Data Morth	801103 ITENNESSEE Ben Lomand Commu August 2012	nications LLC	Total Lifeline Support Total TLS Support Total Link Up Support	1628833 0 0		
Submission Date Type Of filing	06/21/2012 Orioinal		ETC Payment	1628833		
Technology Type	Wreine	Wreless				
ETC Desgnation Type	Lifeline Only	High CostLow Income				
Non- Low-Income		# of Lifeline Subscribers	Lifeline Support Total Lifel per Subscriber Suppor			
Tribal Subscribers receiving fe Support*	deral Lifeline	176090	925 1628633	_		
Tribal Subscribe	rs federal Lifeline al Link Up claimed per arges should not	50 76	te maximum Tribal rate per subscriber is	\$34.28	1	
o \$100 for commencing service if residence of as eligible residence	e at the principle place		Total Lifeline Support 16313	33		
	Save		Exit to 497 Search			



When the Authorized Officer is ready to certify the form, select the "Certify" tab. Only Authorized Officers can view the Certify page (Authorized Users cannot certify forms).

Outstanding errors will be identified when the Authorized Officer attempts to certify the online form. After the Authorized Officer certifies the form by clicking "Certify," the Authorized Officer should "Exit to 497 Search."

Contact		Lifeline	Tribal Link U	p	Toll Limitation Services(TLS)	Certify
SPIN Filer 499 IC State Reporting Company liame Data Month Submission Date Type Of Filing Technology Type ETC Designation Type	143001099 299001 801103 ITEINESSEE Ben Lorrand Comunical August 2012 00/21/2012 IOrional @ Wreline Lifeline Only	· Wreless	Totals Total Lifeline Support Total TLS Support Total Link Up Support ETC Payment	1628833 0 0 1628833		
reimbursement, as well as a reduction in the suiscriber's number of minutes of use per l certify that my company is in certifications for each subscript Based on the information inn certify under penalt of perjur complete. I acknowledge the fund Adm	ill applicable intrastate Li monthy bill for voice tele ir month. I compliance with all of th bler for whom my compa own to me or provided to y that the data contained inistrator's authority to re	eline support, to all qual phony service, or by offer e Lifeline program rules ny seeks reimbursemer me by employees respo in this form has been ex quest additional support	3 Tribal federal Lifeline support for which it lifting low-income subscribers by an equiv- ing a pre-paid wireless plan that includes , and, to the extent required, have obtained it. nsible for the preparation of the data being amined and reviewed and its true, accurate ing information as may be necessary. e or imprisonment under Tite 18 of the Un	alent a set I valid g submitted, i , and		
Date 082 OfficerTitle*	Certify	OfficerName*	By logging into my account and clicking to outton below, I am electronically signing to Exit to 497 Search			

Bulk Upload

Carriers that submit forms for multiple SPIN/SAC combinations can use the FCC Form 497 Bulk Upload feature in E-File.

Logged in as:	Form 497- Bulk Upload
new497spoJD@usac.com	
Aug 20, 2012	
	Data Month July 2012 File Name* Brouse
497 Search (Search Forms 427)	
497 Forms Bulk Uploal (Mutple SPINSAC Submission	Upload
497 BUIK Certity (Certly Multiple Forms 487)	
Return to E-File Portal	
Logout	



USAC will provide a formatted spreadsheet for upload. Please contact <u>telcolifeline@usac.org</u> to obtain the spreadsheet. Carriers can only submit data for one month per spreadsheet.

Once the file is uploaded, the file name and upload details will be displayed. Online FCC Form 497 will notify users of a successful bulk upload.

Logged in as:	C:Usersijschaffer/Desktop/Bull Templates/New Bulk Tempv4.xls Rows read=1, Rows insert	led=1
new497spoJD@usac.com Aug 20, 2012		Form 497 Upload Status
MUG 20, 2012	File Name C:/Users/jschaffer/DesHop/Bulk Templates/New Bulk Tempv4.xls	·
497 Search	Upload Status	
(Search Forms 49')	Total Records Read 1	
497 Forms BJlk Upload (Multiple SPIN/SAC Submission)	Records With Errors	
	Records With Warnings 0	
497 Bulk Certify (Certify Multiple Forms 497)	Records Uploaded 1	
Return to E-file Portal	View Details	
Logout		Status: Succeeded.

The online FCC Form 497 will automatically reject spreadsheets that contain errors. The E-File system will notify the user if the bulk upload has failed.

C:Usersijschaffer/Desktop/Bulk Templates/New Bulk Tempv4.xis Error en	countered :- Roas read-12, Roas inserted-0
	Form 497 Upload Status
File Nat	me [C:Users\jschafftr/DesktopiBuk TemplatesWew Buk Tempv4.xis
u u	Total Records Read 12
	Records With Errors 8 Records With Warnings Records Uploaded 0
	<u>View Details</u>
	Status: Failed.

Completing Online FCC Form 497 User Instructions



"View Details" on the Upload Status page will provide you with a text file detailing errors and warnings by row and column.

Eile Edit	Firm	nt Yiew	Help																
I Syste																			1
/21/201	2 10:	00:39																	
		Upload		ort															
ata Mon	th: A	igust 20	12		- h			and an all				le mene							
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rrors/w	amir	05																	
ERROR	in wo	rksheet						LifeLine											
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umber o	of row	s with	erro	or: 8	N	umber o	fr	ows with	warnin	nas: 0	Numb	per of	rows	without	error:	4 NI	mber (of rows	
		· End o							1000			100							

When successfully submitted, the Bulk Upload spreadsheets are displayed in a list.

SPIN	SAC	Name	Filing Status	Submission Type	View/Print	Select 497
43004791	170169	Verizon North Inc.	Saved	On-Line	(Select 497
43004791	170170	Verizon North Inc.	Saved	On-Line	6	Select 497
43004791	170201	Verizon North Inc.	Saved	On-Line	(Select 497
43004791	300615	Verizon North Inc.	Saved	On-Line	6	Select 497
43004791	310695	Verizon North Inc.	Saved	On-Line		Select 497
43004791	320772	Verizon North Inc.	Saved	On-Line	6	Select 497
143004791	320779	Verizon North Inc.	Saved	On-Line	(Select 497
43004791	330886	Verizon North Inc.	Saved	On-Line	E	Select 497
43004791	341015	Verizon North Inc.	Saved	On-Line	2	Select 497
143004791	341036	Verizon North Inc.	Saved	On-Line	(Select 497

Bulk Upload Certification

When an Authorized Officer is ready to certify a Bulk Upload, first select "497 Bulk Certify" from the left hand menu, then select "Data Month" for the forms submitted.

	process.	ite de	
	Step 1 is the only opportunity to modify an individual 497 (uring the bulk certification		
	NOTE:		
	To view or change information in an individual form, click on the applicable "Select 497" hyperlink, it you view the form and make changes, you will be given different options including to save the changes and return to Step 1, or to certify the form individually. Changes saved to individual forms, but not certified individually, will be included in the but certification process. To cirtify individually, review the form, make any necessary changes complete the fields on the "Certify" tab, and click the "Certify" buton.		
Logout	Please select the forms you would like to bulk certify by checking the applicable box in the "Certify" column below. To select all of the forms, check the box next to "Certify." You may have to scroll down the page to view all of the forms available for certification.		
	Step 1		
Return to E-File Fortal			
497 Bulk Certify (Certify Multiple Formi 497)	Search		
497 Forms Bulk Upload (Mutple SPIN/SAC Somission)	Search Ortenia Data Month August 2012		
	Forms 497 Certification: Step		

Completing Online FCC Form 497 User Instructions



Next, select the box for each SPIN/SAC filing that you wish to certify. The top box may be selected to select all filings or individual boxes may be checked. Select "Continue to Step 2" to continue to the bulk certification process.

	143001420	290567	CenturyLink United Telephone-Southeast Inc. (FKA Embarg) CenturyLink United Telephone-Southeast Inc. (FKA Embarg) CTI2ENS TEL OF TENNESSEE LLC	8 8 8	\$1,628,833.00 \$1,628,833.00 \$1,628,833.00	Select 497 Select 497 Select 497
				-		
V	143001420	190567	CenturyLink United Telephone-Southeast Inc. (FKA Embarg)		\$1,628,833.00	Select 497
V						
SAIBCE	143001099	299001	Ben Lonand Communicationa LLC	()	\$1,628,833.00	Select 497
Select	SPIN	SAC	Kame	ViewiPrint	ETC Payment	Select 497
			List of SACs based on Search Crite	ria		
			August 2012			
ep 1 is the or locess.	nty opportunit/	to mod	ty an individual 497 during the bulk certification			
TE:						
tification pro	cess. To cert	lyindvid	builty, review the form, make any necessary changes, b, and dick the "Certify" button.			
			turn to Step 1, or to certify the form individually. out not certified individually, will be included in the bulk.			
			ndividual form, dick on the applicable "Select 497" ake changes, you will be given different options			
	n below. To se	elect all	te to bulk certify by checking the applicable box in the of the forms, check the box next to "Certify." You may all of the forms available for certification.			

In Step 2 of the process, Authorized Officers will need to enter their title and full name. Select "Certify" to certify the SPIN/SAC combinations identified via a checked box. Select "Continue to Step 1" to start the certification process over.

	SPIN	SAC	Name		View/Print	ETC Payment
1	143001099	299001	Ben Lomand Communication	IS LLC	2	\$1,628,833.00
123	143001420	190567	CenturyLink United Telephone-Southeas	t Inc. (FKA Embarg)	C	\$1,628,833.00
13	143001420	290567	CenturyLink United Telephone-Southeas	t Inc. (FKA Embarg)	2	\$1,628,833.00
2	143001645	294336	CITIZENS TEL OF TENNESS	EE LLC	C	\$1,628,833.00
		certify under penality of complete. I acknowledge the Fun	on known to me or provided to me by employees re perjury that the data contained in this form has beer d Administrator's authority to request additional sup ig failse statements on this form can be punished by	examined and reviewed and is true, accurate porting information as may be necessary.	te, and	
Date		08/21/2012	OfficerSignature	By logging into my account and clic) button below, I am electronically sig		
office	Title*	2	OfficerName*	button below, rain electronically sig	pining time form.	
		changes to the federa discounts to low-incon	How-indome programs. The Commission has expanded the re-outloners.		ing for	
		changes to the federa statework to low-income The following worksh- Administrative Company prevent the Commiss prevent the Commission simburstation and the includes the time to right have approximated in the right have any comme Communisation. Com comments on the Sur admess. An agency may not on OMB control number.	I loa-indeme programs. The Commission has expanded the exutiones: at provides the means by which eligible talecommunication (USAC) for their participation in these programs. Failing it on from implementing sections 214 and 254 of the Ad, would need have a second second section and the second methy favora. It each means to this collection of information will take, o the other tale means, and would react in eligible tai and this data means, review actimizing moots, gather and me to on this astimute, or on how we can improve the collection maked. Not call the tale of the tale of the collection means. ALXD-PERIA, Washington, D.C. 20554, "Repensed in the mealimate via the Internet if you went them to [beilet@for modult orsponsor, and a person is not required to respond to	evailability of these programs and the terel of fund scatters will be reimbursed by the Universal Service to object the information, or oblicating it less freque id sheart Congress' goals of providing attributes to average threa hours for each respondent. Our are naverage threat (2000-0815), We will also accept gov. Please DD NOT SEND the data requested to t a collection of information unless it displays a curr	ing for mity, would vide and vide angle vide angle vide Federal vide rout na e-mail ently valid	
		changes to the federa discourts to low-innov The following worksh Administrative Company prevent the Commissi social to advanced at individual to advance and communications Com communications Com communications Com communications Com communications Com communications Com communications Com communications Com company not composite to advance advanced at in your worksheets may cell the United State if you do not provide a addance advanced at a social for your worksheets may cell the United State	I loa-indeme programs. The Commission has expanded the exutimes: at provides the means by which eligible talecommunication (USAC) for where participation in these programs. Failing in the miglementing sections 214 and 254 of the AX, would need to be a second work in the eligible tal main family familian. at each response to this collection of information will take, a to on the satismask, review examining monto, pather and me to on the satismask, review examining monto, pather and me to on the satismask, or on how we can increave the collection main. AAD-PERIAK, Washington, D.C. 20554, Pagements R are estimate via the Internet if you sent them to [boley@for	evailability of these programs and the tend of fund a carriers will be reimbursed by the Universal Service to obtext the Information, or contributing attess freque- tions and the information of positions attributions and the service of the service of the service of the service and register of the service of the service of the service in a versage threa hours for each respondent. Our attri- a and reduce the burst for each respondent. Our attri- service of the service of the service of the service the in- a service of the service of the service of the service of the service of the service of the service of the service of the a collection of information unless it displays a our - a collection of information unless it displays a our - a collection of information we request in this form. If we be service unstander may be referred to the federal, in displays body when (a) the PCC; or (b) any employ has an intered in the probability.	ing fair mass index any index support index in	
		changes to the federal discourse to low-innov The following worksh- Administrative Company prevent the Commissi science to adverte in a t win busine adverter in a t with busine adverter in a t with busine adverter in a t with the adverter in a t provide adverter in a t adverter in a t commention in the busine adverter in adverter in a commention in the busine adverter in adverter in a commention in the busine adverter in adverter in adverter adverter in adverter in adverter in a violation of the field of the adverter in adverter in a the foregoing Nation Restruction Adverter 1990	I low-inseme programs. The Commission has expanded the exolutions. at provides the means by which eligible takecommunication (USAC) for their participation in these programs. Failing 10 your broughout the nation, and would result in eligible tai and a scaln request, review existing related, galaction as this state request, ensure existing related, galaction and this state request, ensure existing related, galaction and this state request, ensure existing related, galaction and this state request, the state of the state and this state request, the result of the state and this state request, ensure existing related, galaction and this state request, ensure existing related, galaction and the state request, and a person is not required to respond to 1 under the Communications Act of 1934, as amended, to co 1 investigating, prosecuting, enforcing, or implementing the a potential vision of a FCG states, regulation, related on 1 is a party of a prosecuting states and the low of 3 downmant is a party of a prosecuting before the bolar to and information we request on the form, the FCG has deal 1 is required by the Privacy Act of 1974, Pub. L. No. 92-675, 0	evailability of these programs and the tend of fund a carriers will be reimbursed by the Universal Service to obtext the Information, or contributing attess freque- tions and the information of positions attributions and the service of the service of the service of the service and register of the service of the service of the service in a versage threa hours for each respondent. Our attri- a and reduce the burst for each respondent. Our attri- service of the service of the service of the service the in- a service of the service of the service of the service of the service of the service of the service of the service of the a collection of information unless it displays a our - a collection of information unless it displays a our - a collection of information we request in this form. If we be service unstander may be referred to the federal, in displays body when (a) the PCC; or (b) any employ has an intered in the probability.	ing for model	



Once you click the "Certify" button, you will receive a confirmation message. Select "OK" from the successfully certified pop-up window and then click "Exit to 497 Search" to exit the certification.

	Officer Name*	button below	, i am electronically signing this form.
and the statement	munications Act of 1934, as amend om webpage	ed, the Federal Comm	main and the level of funding for
eet provides any (USAC) (ison from imp ervices throu- timety fashio	You have successfully certified	2 Forms 497.	d by the Universal Service pr collecting it less frequently, would f providing affordable service and not receiving universal service support
hat each resp ead this data ints on this e nonission, Ab den estimate via the interni	ec ir you sena tnem to jooley@toc.g		each respondent. Our estimate complete and review the response. If causes you, please write the Federal 19. We will also accept your CD the data requested to this e-mail
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Helpful Tips and Common Problems

Form Submission

- ETCs can begin using the Online FCC Form 497 at any time.
- If filed online by the eighth calendar day, FCC Forms 497 will be processed for disbursement by the end of that month.
- New ETCs must submit their first FCC Form 497 via U.S. Mail, fax, or email.
- Only submit one copy (do not fax or mail copies of forms submitted online).
- Bulk upload will only accept error-free submissions.

Validations

- .01-.49 rounds down
- .50-.99 rounds up
- Authorized Officers should review data submitted by Authorized Users

Contact Information for Other Questions

(888) 641-8722 CustomerSupport@usac.org

FCC Form 497 Questions

- (866) 873-4727
- LIFilings@usac.org