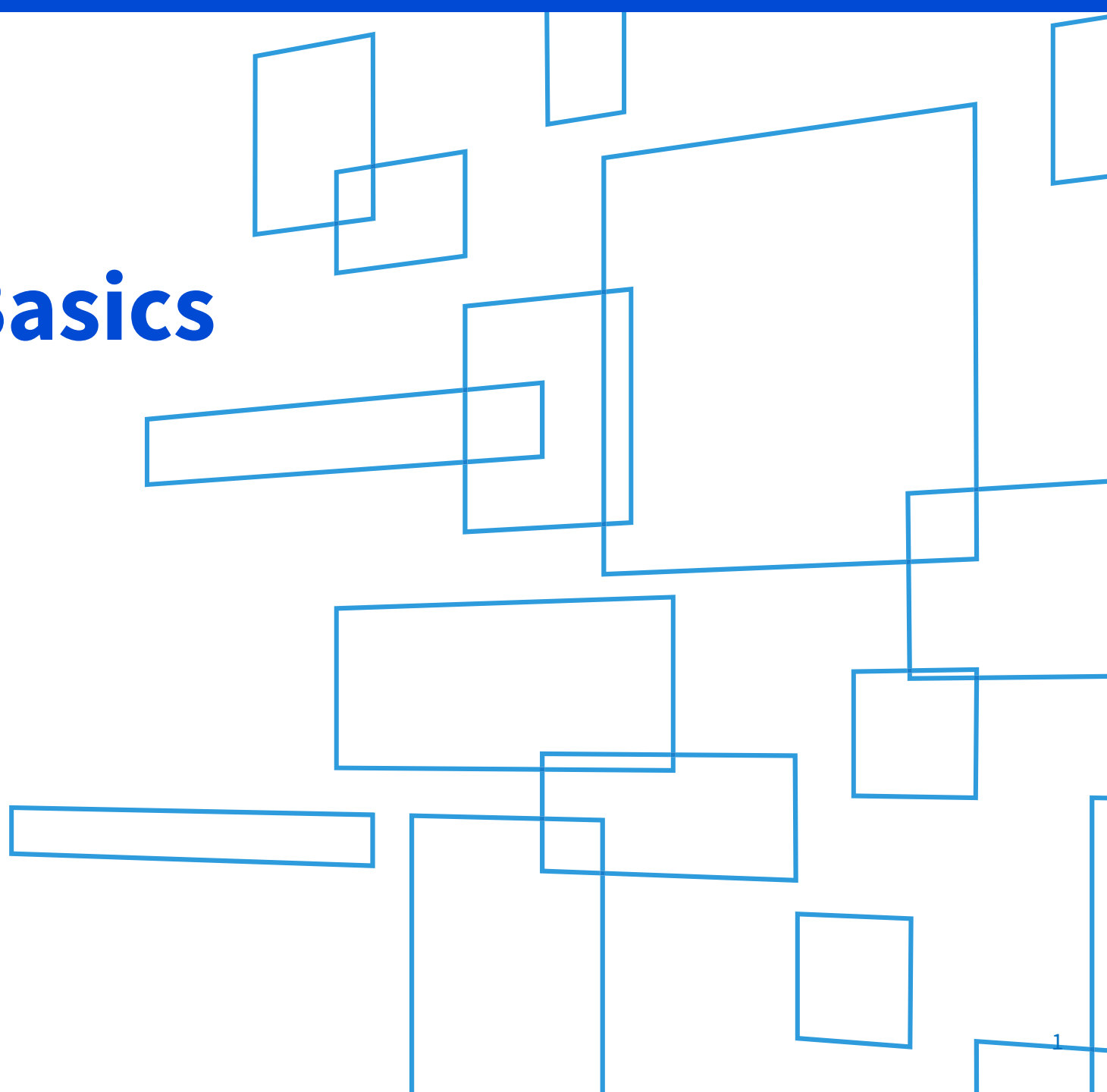


FCC Form 499-Q Basics

Webinar

July 8, 2020



Housekeeping

- Audio is available through your computer's speakers
- The audience will remain on mute
- Enter questions at any time using the “Questions” box
- If your audio or slides freeze, restart the webinar
- A copy of the slide deck available in the “handouts” section of the webinar panel

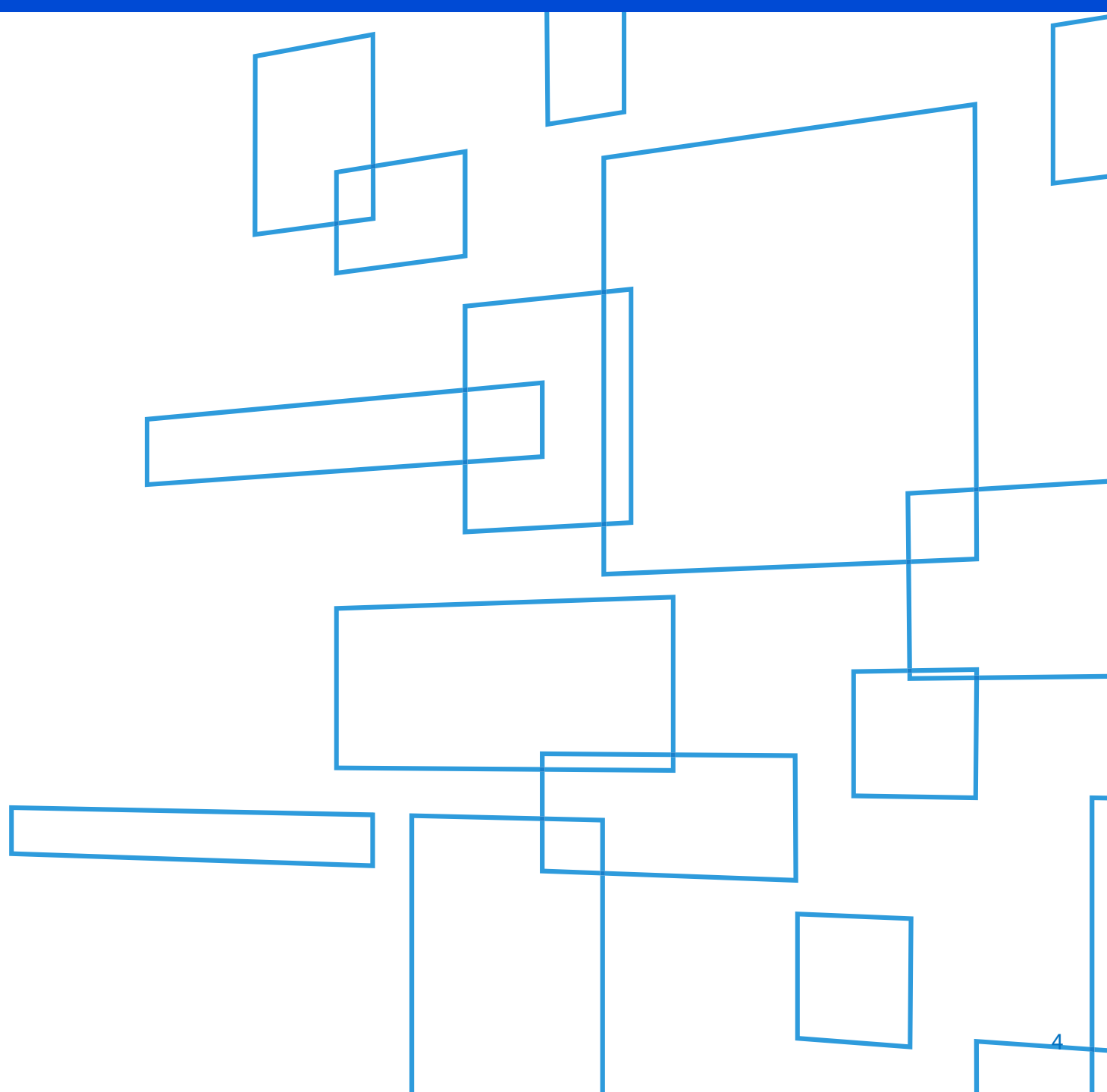
Today's Presenter

Michelle Gagnon Senior Telecom Industry Analyst

Ms Gagnon is a member of the 499 team that reviews the contributor FCC Forms 499, analyzes revenue reporting and manages the contributor communication needs.

Webinar Overview

In this webinar, designed for new 499 filers, we'll cover the basics of the 499-Q form and how to submit one.



Topics

Notes for the August Q

Who Files

Form 499-Q Sections

When to File

How to File the Form 499-Q

Questions



August 499-Q Notes

1. The August FCC Form 499-Q must be filed by Monday, August 3, 2020
 - Revisions must be completed by Thursday, September 17, 2020.
2. This 499-Q is completed by the filer to project or estimate their revenues for October, November and December 2020. (reported on Lines 119 & 120 of the 499-Q form). This is your last projection for calendar year 2020.
3. For calendar year 2020, filers that expect to bill less than **\$47,169.81** of combined interstate and international revenues will be considered *de minimis* for 2020. This is an estimate only, because not all of the quarterly contribution factors have been finalized for calendar year 2020.
4. REMINDER! Filers are no longer required to email USAC their quarterly traffic studies.....
however you need to save them and submit as documentation to support your jurisdictional breakout on the 2021 FCC Form 499-A (next year's form).

Quarterly Filers

Who is Required to File the 499-Q



Types of FCC Form 499

FCC Form 499-A

1. Required for all filers
2. The [FCC Form 499-A](#) is the annual form used to report the company's *actual* revenue billed during the prior calendar year.
3. The FCC Form 499-A is due annually on April 1.

FCC Form 499-Q

1. Required for all non-*de minimis* filers
2. The [FCC Form 499-Q](#) is used to *project* or *forecast* the company's revenue for the next calendar quarter.
3. The FCC Form 499-Q due dates:
 - February 1
 - May 1
 - August 1
 - November 1

ALL FCC Forms must be submitted online through E-File. Paper copies are not accepted.



Who Must File

1. Every non *de minimis* telecommunications company must file the FCC Form 499-Q.
2. *De minimis* filers are not required to file the FCC Form 499-Q, but they are requested to email USAC each quarter to notify of their continued *de minimis* status for the upcoming quarter.
 - ◇ Send the email to 'Form499@usac.org'
 - ◇ Include your Filer ID, Company name and the reporting period (i.e February 499-Q) for which you expect to be *de minimis*.

So the key question is - what exactly is a *de minimis* company??



Define “*de minimis*”

Definition of *de minimis*

A filer qualifies for *de minimis* status for a given calendar year when the revenue reported on its corresponding FCC Form 499-A is such that the calculated annual contribution to the federal Universal Service Fund is less than \$10,000.

Which leads to the question, “How do I know what my annual contribution will be for a quarter?”

Looking at it from a REVENUE standpoint, USAC can “guestimate” (based on the FCC estimation factor) what the *de minimis* revenue threshold will be for calendar year 2020, as we don’t know the 3rd and 4th quarter contribution rates yet.

For calendar year 2020, filers that bill less than **\$47,169.81** of combined interstate and international telecommunication revenues will be considered *de minimis* for 2020.

- ◇ This amount is an estimate only, based on the FCC Estimation Factor, as the actual quarterly contribution factors for CY 2020 are determined each quarter throughout the year .

The FCC Form 499-Q includes a table to help you determine your status each quarter.

We’ll look at that next.



Help determining “*de minimis*” status

Included in the instructions for every FCC Form 499-Q is a table (Figure 1) designed to help the filer determine if they are *de minimis* or not.

Prior to completing the table, you must ‘manually’ fill out a 499-Q, because the revenue numbers reported on your draft copy will be used to complete the table.

Complete the table in Figure 1 of the 2020 FCC Form 499-Q instructions to determine if your projections qualify you as a *de minimis* filer for the upcoming quarter.

Note: Actual contribution factors for future quarters may increase or decrease depending on quarterly changes in program costs and the contribution base.

IMPORTANT: *IF* the actual Contribution Factor exceeds the *Estimation* factor (.212) for a quarter you may receive an invoice from USAC, unless you have sent an email during the 499-Q open period notifying use that the company expects to be *de minimis*.

Let’s look at the Figure 1.

Figure 1
Table to determine if a contributor meets the *de minimis* standard
for purposes of universal service contribution during 2020

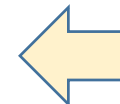
1	Interstate contribution base for the quarter for filer (amount reportable on filer's FCC Form 499-Q; Line 120(b))	\$
2	International contribution base for the quarter for filer (amount reportable on filer's FCC Form 499-Q; Line 120(c))	\$
3	Interstate contribution base for the quarter for all affiliates* (total of amounts reportable on FCC Form 499-Q; Line 120(b) for all affiliates of the filer)	\$
4	International contribution base for the quarter for all affiliates (total of amounts reportable on FCC Form 499-Q; Line 120(c) for all affiliates of the filer)	\$
5	Consolidated interstate contribution base: Line (1) + Line (3)	\$
6	Consolidated international contribution base: Line (2) + Line (4)	\$
7	Total potential contribution base for filer and its affiliates: Line (5) + Line (6)	\$
8	Combined interstate contribution base as a percentage of total potential contribution base: Line (5) / Line (7)	%
9	Interstate contribution base for filer from Line (1)	\$
10	If the amount in Line (8) is equal to or greater than 12%, enter into Line (10) the international contribution base for the filer from Line (2). If the amount on Line (8) is less than 12%, enter \$0. (See 47 CFR § 24.706(c))	\$
11	Revenue base for the filer for the quarter for determining contributions to universal service support mechanisms: Line (9) + Line (10)	\$
12	If the projected revenues on Lines (1) and (2) include projected pass-through charges for contributions to federal universal service support mechanisms, enter the total amount of projected pass-through charges. If the projected revenues on Lines (1) and (2) do not include any universal service pass-through charges, enter \$0.	\$
13	Contribution base: Line (11) – Line (12)	\$
14	Annualizing multiplier	4
15	Annualized contribution base: Line (13) multiplied by Line (14)	
16	2020 Estimation factor for determining whether to file a 499-Q	0.212**
17	Estimated annual contribution: amount in Line (15) multiplied by Line (16)	\$

* Unless otherwise specifically provided, an affiliate is a "person that (directly or indirectly) owns or controls, is owned or controlled by, or is under common ownership or control with, another person." For this purpose, the term "owns" means to own an equity interest (or the equivalent thereof) of more than 10 percent. See 47 U.S.C. § 153(2).

** The estimation factor is based on a contribution factor of 0.270, which is higher than the contribution factor announced for any quarter of 2019, and a corresponding circularity factor of 0.212355. The public notices announcing the quarterly contribution factors are available at <http://www.fcc.gov/encyclopedia/contribution-factor-quarterly-filings-universal-service-fund-usf-management-support>.

Note: Actual contribution factors for future quarters may increase or decrease depending on quarterly changes in program costs and the contribution base. Filers whose actual contribution requirements total less than \$10,000 for the calendar year will be treated as *de minimis* and will receive refunds, if necessary. Filers whose actual contribution requirements total \$10,000 or more are required to contribute to the universal service support mechanisms and must file this Worksheet.

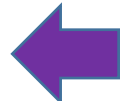
499-Q Figure 1*



Lines 3 & 4 report revenue for affiliates



Lines 5 & 6 report consolidated revenue



Lines 8 & 10 are used to determine if a carrier is LIRE (mainly international usage)



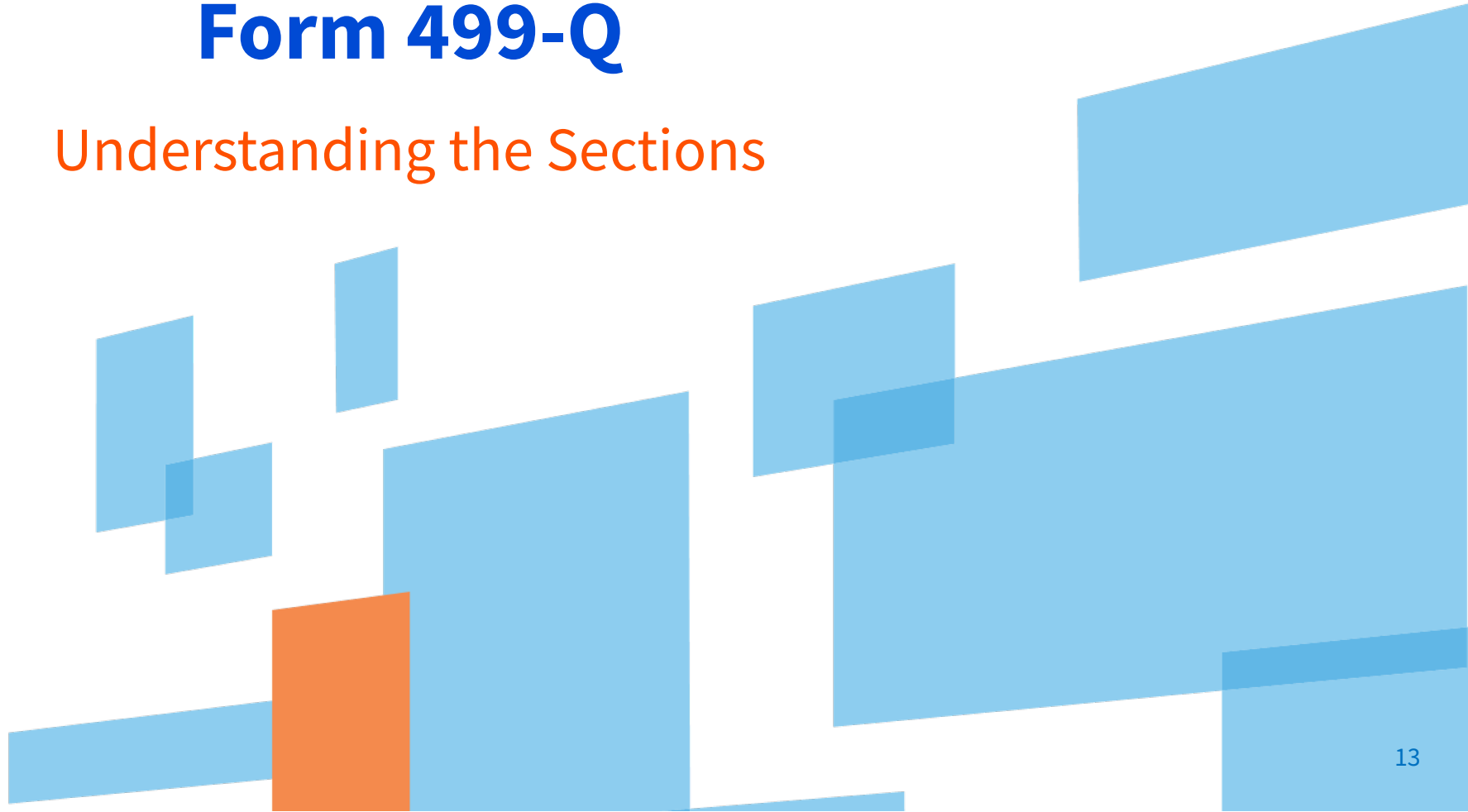
Line 12 is used to back out any federal USF you invoice your customers (this would be included in lines 1 & 2, but not included in base)

If Line 17 results in \$10,000 or less, then you are *de minimis*.

*Table extracted from 2020 FCC Form 499-Q, page 5

Form 499-Q

Understanding the Sections



Find the Form 499-Q

Navigate to USAC's website:
www.usac.org

Hover over *Service Providers*
From the top right hand of page

Select *Forms*
from under the *Resources*
section

The screenshot shows the homepage of the Universal Service Administrative Co. (USAC). The top navigation bar includes links for 'Subscribe', 'Payments', 'Sign In', and a search bar. Below this is a main navigation menu with links for 'About', 'E-rate', 'Rural Health Care', 'Lifeline', 'High Cost', and 'Service Providers'. The 'Service Providers' link is highlighted with a blue underline and a blue arrow pointing to it from the right. Below the main navigation menu is a grid of links organized into four columns. The first column contains links related to contributing to the USF, including 'Contributing to the USF', 'Who Must Contribute', 'Register for a 499 ID', 'Manage Your 499 ID', 'Forms to File', 'When to File', 'What to Expect After Filing', and 'Making Revisions'. The second column contains links related to making payments, including 'Making Payments', 'How to Pay', 'Contribution Factors', 'Invoices', 'Late Payments, DCIA, Red Light', 'Billing Disputes', 'Credit Balance Refunds', 'Annual True Up Process', 'Non-USAC Payments', and 'Request Invoice Copy'. The third column contains links related to participating in a USF program, including 'Participating in a USF Program', 'Register for a 498 ID', 'Manage Your 498 ID', 'Disbursement Schedules', 'DATA Act', and a 'Resources' section. The 'Resources' section is highlighted with a blue arrow pointing to it from the right, and it contains links for 'Forms', 'Upcoming Dates', 'Announcements', 'Quick Links', 'Glossary of Terms', 'Appeals and Audits', and 'Multi-Factor Authentication'. The fourth column contains links related to learning and contact, including 'Learn', 'Webinars', 'Videos', 'FAQs', and 'Contact Us'.

Universal Service Administrative Co.

Subscribe Payments Sign In

About E-rate Rural Health Care Lifeline High Cost Service Providers

Contributing to the USF

Who Must Contribute

Register for a 499 ID

Manage Your 499 ID

Forms to File

When to File

What to Expect After Filing

Making Revisions

Making Payments

How to Pay

Contribution Factors

Invoices

Late Payments, DCIA, Red Light

Billing Disputes

Credit Balance Refunds

Annual True Up Process

Non-USAC Payments

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Manage Your 498 ID

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DATA Act

Resources

Forms

Upcoming Dates

Announcements

Quick Links

Glossary of Terms

Appeals and Audits

Multi-Factor Authentication

Learn

Webinars

Videos


FAQs

Contact Us

Find the Form 499-Q

The paper copy of the instructions as well as the form itself are the 3rd form listed in the section ‘FCC Forms’.

Click on the name to open up a .pdf document.



Universal Service
Administrative Co.

Subscribe

Payments

Sign In

AboutE-rateRural Health CareLifelineHigh CostService Providers

USAC | Service Providers | Resources | Forms

Resources

Forms

Forms

Prior Year Forms

USAC-Designed Forms and Templates

Upcoming Dates

Announcements

Quick Links




Glossary of Terms

Appeals and Audits

Multi-Factor Authentication

Forms

You must file all FCC forms electronically. Log in to your E-File account to start a form. Paper forms are for reference only.

<div>FCC Form 498</div> <div>FCC Form 498 and Instructions  Due Date</div> <div>Submit at any time</div>	<div>Who Must File</div> <div>Service providers participating in USF Programs Learn more</div>
<div>FCC Form 499-A</div> <div>FCC Form 499A and Instructions  Due Date</div> <div>April 1</div>	<div>Who Must File</div> <div>All 499 Filer IDs Learn more</div>
<div>FCC Form 499-Q</div> <div>FCC Form 499-Q and Instructions  Due Date</div> <div>Feb 1, May 1, Aug 1, Nov 1</div>	<div>Who Must File</div> <div>All contributors to USF Learn more</div>

Paper Form 499-Q

FCC Form 499-Q Telecommunications Reporting Worksheet Quarterly Filing for Universal Service Contributors > Please read instructions before completing <		Approval by OMB 3060-0855	
Block 1: Contributor Identification Information		101 Filer 499 ID	
102 Legal name of reporting entity			
103 Filer's IRS employer identification number			
104 Name telecommunications provider is doing business as			
105 Affiliated Filers Name [All affiliated companies should show same name here. In most cases, the Affiliated Filers Name will be the holding company name]		Check if filer has no affiliates: <input type="checkbox"/>	
105.1 Affiliate Filers Name IRS employer identification number		[Enter 9 digit number]	
106 Filer's FCC Registration Number (FRN)		[Enter 10 digit number]	
107 Complete mailing address of reporting entity's corporate headquarters			
Block 2: Contact Information			
108 Person who completed this worksheet		First MI Last	
109 Telephone number of this person		() -	
110 Fax number of this person		() -	
111 Email of this person			
112 Billing address and billing contact person: [Bills for Universal Service contributions will be sent to this address.]			
113 Indicate which quarterly filing this represents			
<input type="checkbox"/> Filing due <input type="checkbox"/> November 1, 2019 <input type="checkbox"/> February 1, 2020 <input type="checkbox"/> May 1, 2020 <input type="checkbox"/> August 1, 2020		Historical revenues (lines 115-118) for July 1 – September 30, 2019 October 1 – December 31, 2019 January 1 – March 31, 2020 April 1 – June 30, 2020	
		Projected revenues (lines 119-120) for January 1 – March 31, 2020 April 1 – June 30, 2020 July 1 – September 30, 2020 October 1 – December 31, 2020	
114 Check if using safe harbor to allocate interstate/intrastate revenues for each of the following (as applicable): Cellular & broadband PCS: <input type="checkbox"/> Paging: <input type="checkbox"/> Analog SMR: <input type="checkbox"/> Interconnected VoIP: <input type="checkbox"/>			
Historical billed revenues with no allowance or deduction for uncollectibles. See Instructions.		Total Revenues (a)	Interstate Revenues (b)
115 Telecommunications provided to other universal service contributors for resale as telecommunications or as interconnected VoIP			
116 End-user telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues			
117 All other gross billed revenues			
118 Gross-billed revenues from all sources (sum of above)		for Lines 117 and 118	
119 Projected gross-billed end-user interstate and international telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues			
120 Projected collected end-user interstate and international telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues			
Block 4: CERTIFICATION: to be signed by an officer of the reporting entity			
121 I certify that the revenue data contained herein are privileged and confidential and that public disclosure of such information would likely cause substantial harm to the competitive position of the company. I request nondisclosure of the revenue information contained herein pursuant to sections 0.459, 52.17, 54.711 and 64.604 of the Commission's Rules.		<input type="checkbox"/>	
I certify that I am an officer of the above-named reporting entity, that I have examined the foregoing report and to the best of my knowledge, information and belief, all statements of fact contained in this Worksheet are true, that said Worksheet is an accurate statement of the affairs of the above-named company for the quarter and that the projections of gross-billed and collected revenues represent a good-faith estimate based on company procedures and policies.			
122 Signature			
123 Printed name of officer		First MI Last	
124 Position with reporting entity			
125 Email of officer (Required if available)			
126 Date			
127 This filing is:		<input type="checkbox"/> Original filing <input type="checkbox"/> Revised filing [revisions due within 45 days of original filing deadline]	
Do not mail checks with this form. File this form online https://forms.universalservice.org/portal/login For additional information regarding this worksheet contact: Telecommunications Reporting Worksheet Info: (888)641-8722 or via email: Form-499@usac.org			
PERSONS WILLFULLY MAKING FALSE STATEMENTS IN THE WORKSHEET CAN BE PUNISHED BY FINE OR IMPRISONMENT UNDER TITLE 18 OF THE UNITED STATES CODE, 18 U.S.C. §1001			
Save time, avoid problems – file electronically at http://forms.universalservice.org		FCC Form 499-Q /February 2020	

Company Identification and Contact Info

Reporting Period

Safe Harbor designation (Line 114)

Historical revenue reporting (Lines 115-117)

Projected revenue reporting (Lines 119 & 120)

Signature and Certification

Filing Calendar

When to File the 499-Q



2020 When To File

Due Date	Revenue Reported	Revision Deadline	Contributor Invoice
February 3, 2020*	2Q projected 2020 4Q revenue 2019	March 19, 2020	April – June 2020
April 1, 2020	Prior year: 2019 January - February	April 1, 2021	July 2020
May 1, 2020	3Q projected 2020 1Q revenue 2020	June 15, 2020	July – September 2020
August 3, 2020*	4Q projected 2020 2Q revenue 2020	September 17, 2020	October – December 2020
November 2, 2020*	1Q projected 2021 3Q revenue 2020	December 17, 2020	January – March 2021

* When a form due date falls on a weekend or holiday, the form is due the following business day.

Filing Dates – from the FCC Form 499-Q

Block 3: Contributor Historical and Projected Revenue Information			
113 Indicate which quarterly filing this represents	<u>Filing due</u>	<u>Historical revenues (lines 115-118) for</u>	<u>Projected revenues (lines 119-120) for</u>
	November 1, 2019	July 1 – September 30, 2019	January 1 – March 31, 2020
	February 1, 2020	October 1 – December 31, 2019	April 1 – June 30, 2020
	May 1, 2020	January 1 – March 31, 2020	July 1 – September 30, 2020
	August 1, 2020	April 1 – June 30, 2020	October 1 – December 31, 2020

* When a form due date falls on a weekend or holiday, the form is due the following business day.

Filing Online

Accessing through E-File




Online Filing – Before You Start

- Make sure your internet browser's 'pop up blocker' is **OFF**.
 - The system opens a new window to display the data entry screen for the FCC Form 499-Q.
 - If you have clicked 'Create New Form' and you don't see a new, smaller window – you most likely have the pop-ups blocked.
- Ensure sure these email addresses from USAC don't go to your SPAM folder!
 - Important USAC communication comes from the following emails
 - ✓ 'form499@usac.org'
 - ✓ 'CustomerSupport@usac.org'
 - ✓ 'form499@universalservice.org'
- Not sure if you are *de minimis* or not? FILE the form anyway!
 - We would rather have you report your revenues than us having to estimate on your behalf.

Online Filing the FCC Form 499-Q


Once logged in to E-File, the new service provider portal will appear. Only systems in which you have authorization to access will appear. In this example, the user can only access the 498 ID and the 499 Filer ID. Select 'Manage FCC Forms 499'.

**Universal Service
Administrative Co.**

Sign Out

bcddca@usac.com ▾

Dashboard

Upcoming Dates

03/19
2020

February FCC
Form 499-Q
Revision
Deadline

04/01
2020

FCC Form 499-A
Due

05/01
2020

FCC Form 499-
Q Due

see full calendar

Service Providers

Manage FCC Forms 498 - Provide contact and banking information for entities that receive support from universal service programs, manage authorized users.

Manage FCC Forms 499 - Report revenue on FCC Forms 499, make USF payments, view payment history, download invoice summary and manage users.

Help?

Send us a message
[Click here](#)

Call us
(888) 641-8722


Online Filing the FCC Form 499-Q

To start a 499-Q, select 'Create New Form' from the Information Center on the left hand side. Once in the 'Create New Form' section, you'll have the option to select the filing you are working on. Be sure to enter the Filer ID and then click on the 'Create New Filing' button to get started.

The screenshot displays the USAC E-File portal interface. At the top, the USAC logo and 'Universal Service Administrative Company®' are on the left, and 'E-File' is on the right. Below the header, the left sidebar contains an 'Information Center' with a list of links. The '- Create New Form' link is highlighted with a blue rectangular box. The main content area is titled 'Form 499 - Create New Form'. On the right side of this area, there is a 'Filing:' dropdown menu currently set to '499Q for February, 2020', a 'Filer 499 ID:' text input field containing the value '889991', and a 'Create New Filing' button. In the top right corner of the main area, the text 'User: Chang Officer' is displayed, with links for 'My Account' and 'Log Out' below it.

Online Filing the FCC Form 499-Q

Block 1: Contributor Identification Information will be prepopulated.
If the data does not have a field box, you cannot change it.



Preview Form

Form 499 Q [Nov 2019]

FCC Form 499-Q - Data Entry Form
Quarterly Filing for Universal Service Contributors

>>> [Please read instructions before completing](#) <<<

**** Data Entry Purpose Only. Please Do Not Print this Form ****

Block 1: Contributor Identification Information	
101. Filer 499 ID	889993
102. Legal name of reporting entity	USAC Test Amy
103. Filer's IRS employer identification number	12-3456789
104. Name telecommunications provider is doing business as	USAC Test Amy
105. Affiliated Filers Name/Holding Company Name [All affiliated companies should show same name here. In most cases, the Affiliated Filers Name will be the holding company name.]	Check if filer has no affiliations <input type="checkbox"/> USAC Test Amy
105.1 Affiliated Filers Name/Holding Company Name IRS employer identification number	21-1234567
106. Filer's FCC Registration Number (FRN)	0006-7777-75
107. Complete mailing address of reporting entity's corporate headquarters Do you want to enter foreign address? <input type="radio"/> Yes <input checked="" type="radio"/> No Street 1: PO Box 135 City: city Street 2: Floor 2 State: PA Street 3: Space 5 Zip: 15664 2345	

Online Filing the FCC Form 499-Q

Block 2: Contact Information will also be prepopulated.

- This section contains the name, phone number and email of the person preparing the form.
- It also contains the billing contact name and the billing address. USAC sends out paper copies of their invoice. If this address needs to be updated, you can do that here.

Block 2: Contact Information			
108. Person who completed this worksheet	First:	Amy	
	MI:		
	Last:	Smith	
109. Telephone number of this person	(202)	772-5678	Ext <input type="text"/>
110. Fax number of this person	(999)	999-9999	
111. Email of this person	AmyOfficer@test.com		
112. Billing address and billing contact person [Bills for Universal Service contributions will be sent to this address.]			
Do you want to enter foreign address? <input type="radio"/> Yes <input checked="" type="radio"/> No			
Street 1 :	PO Box 135		
Street 2 :	room 5		
Street 3 :	1B2L		
City :	Mana		
State :	PA ▼		
Zip :	20036	1234	Country: United States
	First :	Manny	
	Last :	Notes	
	Phone :	(678) 444-5555	Ext <input type="text"/> 0
	Fax :	(202) 444-8888	
	E-Mail :	amyuser@test.com	

Online Filing the FCC Form 499-Q

Block 3:

- This section contains the revenue, both past and predicted.
- USAC uses the revenues reported on Line 120 to calculate your support mechanism charges (USF)

Block 3: Contributor Historical and Projected Revenue Information			
<div>113. Indicate which Quarterly filling this represents</div> <div><div><div>Filling due</div><div><div><input checked="" type="radio"/> November 1, 2019</div><div><input type="radio"/> February 1, 2020</div><div><input type="radio"/> May 1, 2020</div><div><input type="radio"/> August 1, 2020</div></div></div><div><div>Historical revenues (lines 115-118) for</div><div>July 1 - September 31, 2019</div><div>October 1 - December 31, 2019</div><div>January 1 - March 31, 2020</div><div>April 1 - June 30, 2020</div></div><div><div>Projected revenues (lines 119-120) for</div><div>January 1 - March 31, 2020</div><div>April 1 - June 30, 2020</div><div>July 1 - September 30, 2020</div><div>October 1 - December 31, 2020</div></div></div>			
114. Check if using safe harbor to allocate interstate/intrastate revenues for each of the following (as applicable):		<div><input type="checkbox"/> Cellular and Broadband</div> <div><input type="checkbox"/> Paging</div> <div><input type="checkbox"/> Analog SMR</div> <div><input checked="" type="checkbox"/> Interconnected VoIP</div>	
Historical billed revenues with no allowance or deductions for uncollectables. See instructions.		Total Revenues in \$ (a)	Interstate Revenues in \$ (b)
115. Telecommunications provided to other universal service contributors for resale as telecommunications or as interconnected VoIP		499-A Translation - Carrier's carrier revenue, Lines 303-314	
116. End-user telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues		499-A Translation – End User only – Lines 403-417	
117. All other goods and services		499-A Translation – NON telecommunications Line 418	
118. Gross-billed revenues from all sources [sum of above]		\$0.00	for Lines 117 and 118
119. Projected gross-billed end-user interstate and international telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues		499-A Translation – End User only – Lines 403-417	
120. Projected collected end-user interstate and international telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues		\$0.00	\$0.00

Revenue Reporting Sections

Historical

114. Check if using safe harbor to allocate interstate/intrastate revenues for each of the following (as applicable):	<input type="checkbox"/> Cellular and Broadband	<input type="checkbox"/> Paging	<input type="checkbox"/> Analog	<input type="checkbox"/> Interconnected VoIP
Historical billed revenues with no allowance or deductions for uncollectables. See instructions.	Total Revenues in \$ (a)	Interstate Revenues in \$ (b)	International Revenues in \$ (c)	
115. Telecommunications provided to other universal service contributors for resale as telecommunications or as interconnected VoIP	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	
116. End-user telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	
117. All other goods and services	<input type="text" value="\$0.00"/>	Column (b) and (c) not requested for Lines 117 and 118		
118. Gross-billed revenues from all sources [sum of above]	<input type="text" value="\$0.00"/>			
119. Projected gross-billed end-user interstate and international telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues		<input type="text" value="\$270,000.00"/>	<input type="text" value="\$0.00"/>	
120. Projected collected end-user interstate and international telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues		<input type="text" value="\$270,000.00"/>	<input type="text" value="\$0.00"/>	

Projected

Submitting the FCC Form 499-Q

Block 4: Certification - can only be completed by a the Company Officer designated in the E-File system.

- Make certain that the information is the same. (in other words, don't change it here!)
- Enter today's date on Line 126.
- To proceed click on 'Click here to Preview and Certify the form'

Block 4: CERTIFICATION: to be signed by an officer of the reporting entity	
121. I certify that the revenue data contained herein are privileged and confidential and that public disclosure of such information would likely cause substantial harm to the competitive position of the company. I request nondisclosure of the revenue information contained herein pursuant to sections 0.459, 52.17, 54.711 and 64.604 of the Commission's Rules.	<input type="checkbox"/>
I certify that I am an officer of the above-named reporting entity, that I have examined the foregoing report and to the best of my knowledge, information and belief, all statements of fact contained in this Worksheet are true, that said Worksheet is an accurate statement of the affairs of the above-named company for the quarter and that the projections of gross-billed and collected revenues represent a good-faith estimate based on company procedures and policies.	
122. Signature	
*****Data Entry Purpose Only. Please Do Not Print this Form*****	
123. Printed name of officer	First: Amy MI: Last: Smith
124. Position with reporting entity	President
125. Email of officer (Required if available)	AmyOfficer@test.com
126. Date	3/12/2019
127. This filing is:	<input type="radio"/> Original Filing <input checked="" type="radio"/> Revised Filing [revisions due within 45 days of original filing deadline]
Do not mail checks with this form. Send this form to: Form 499 Data Collection Agent c/o USAC 700 12th Street, N.W. Suite 900 Washington DC 20005 For additional information regarding this worksheet contact: Telecommunications Reporting Worksheet Info: (888)641-8722 or via e-mail: Form499@universalservice.org	
PERSONS WILLFULLY MAKING FALSE STATEMENTS IN THE WORKSHEET CAN BE PUNISHED BY FINE OR IMPRISONMENT UNDER TITLE 18 OF THE UNITED STATES CODE, 18 U.S.C. §1001	
<div>Save Form</div> <div>Click here to Preview and Certify the form</div>	

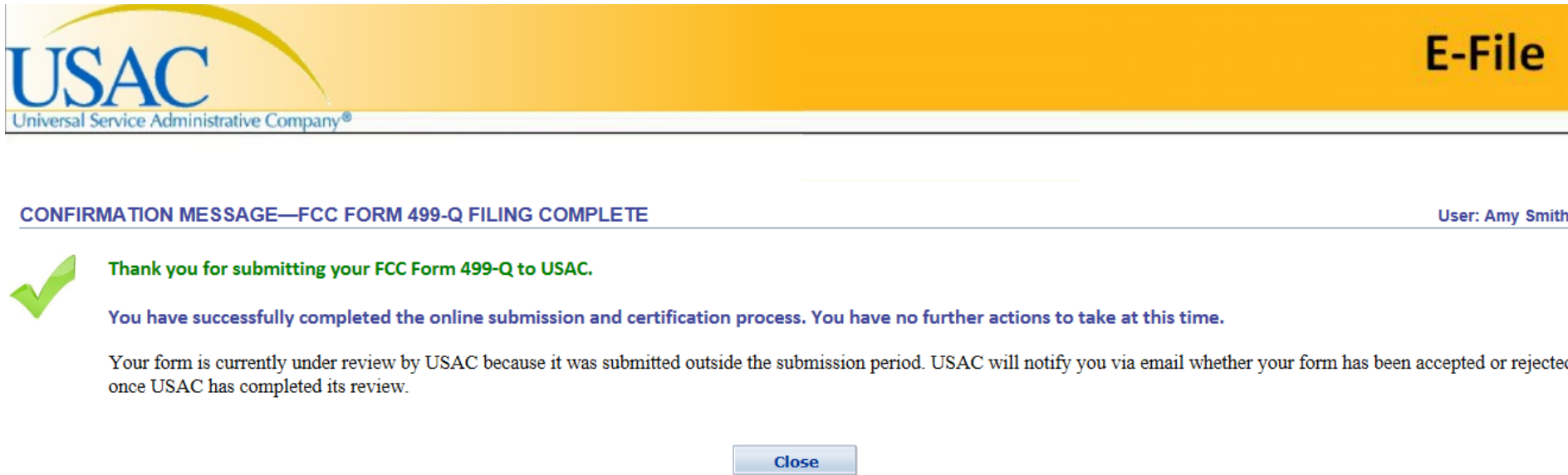
Submitting the FCC Form 499-Q

A preview screen with the FCC Form 499-Q populated with the contact information along with the revenue will appear. Review the form and print a copy if needed. Use the scroll bar on the right hand side to view all of the form. At the bottom, you have the option to either 'Edit Form' or 'Certify'.

120	Projected collected end-user interstate and international telecommunications revenues including any pass-through charges for universal service contributions, but excluding international-to-international revenues	\$6,000.00	\$0.00
Block 4: CERTIFICATION: to be signed by an officer of the reporting entity			
121	I certify that the revenue data contained herein are privileged and confidential and that public disclosure of such information would likely cause substantial harm to the competitive position of the company. I request nondisclosure of the revenue information contained herein pursuant to sections 0.459, 52.17, 54.711 and 64.604 of the Commission's Rules.		<input type="checkbox"/>
I certify that I am an officer of the above-named reporting entity, that I have examined the foregoing report and to the best of my knowledge, information and belief, all statements of fact contained in this Worksheet are true, that said Worksheet is an accurate statement of the affairs of the above-named company for the quarter and that the projections of gross-billed and collected revenues represent a good-faith estimate based on company procedures and policies.			
122	Signature		
123	Printed name of officer		
124	Position with reporting entity		
125	Email of officer (Required if available)		
126	Date		
127	This filing is: <input type="checkbox"/> Original filing <input checked="" type="checkbox"/> Revised filing [revisions due within 45 days of original filing deadline]		
Do not mail checks with this form. Send this form to: Form 499 Data Collection Agent c/o USAC 700 12th Street, N.W. Suite 900 Washington DC 20005 For additional information regarding this worksheet contact: Telecommunications Reporting Worksheet Info: (888)641-8722 or via e-mail: Form499@universalservice.org			
PERSONS WILLFULLY MAKING FALSE STATEMENTS IN THE WORKSHEET CAN BE PUNISHED BY FINE OR IMPRISONMENT UNDER TITLE 18 OF THE UNITED STATES CODE, 18 U.S.C. §1001			
Save time, avoid problems -- file electronically at http://forms.universalservice.org FCC Form 499-Q/February 2019			
<div>Edit Form Certify</div>			

Successful Submission

A confirmation message will appear on the screen.



An [email message](#) will also be sent to the Company Officer that signed the form.

A second email message will be sent when the Form 499-Q is 'Approved by USAC'.

From: form499@usac.org
Sent: 7/31/2019 1:35:55 PM
To: akavelman@usac.org
Subject: ALERT: August 2019 499-Q IMPORTANT USF ALERT - 889993



FCC FORM 499 ALERT - INCREASED PROJECTED REVENUES

Thank you for submitting the August 2019 499-Q for Filer ID **889993 Test Company** LLC. USAC has successfully processed your filing and notes that the interstate and/or international revenues projected on your August 2019 499-Q filing are significantly higher than the revenues that were projected on your May 2019 499-Q filing. Based on these projections your quarterly contribution base will significantly increase as a result of this filing as compared to your May 2019 499-Q.

If you need to make any corrections to your August 2019 FCC Form 499-Q please do so by submitting a revision with updated information, which can be done in the [E-File System](#) .
Please note that USAC will not accept any revisions to this filing after 9/16/2019 11:59:00 PM.

Need Help? Contact Us!

If you have general questions or need assistance with E-File, call USAC Customer Operations at (888)641-8722 or CustomerSupport@usac.org. You may also visit us at www.usac.org.

Email notification

IF USAC notices any large differences, USAC will notify the preparer with [another email](#) outlining potential issues.

Don't ignore this email!

It tells you that USAC noticed the filing you just submitted is significantly higher than the previous 499-Q.

This email also includes when you need to submit revisions by.

Revise the FCC Form 499-Q

The Form 499-Q has a very short revision window of 45 days!

This is because the data collected on the form is time sensitive.
USAC uses the data for invoicing as well as determining the USF contribution factor.



Form	Status	Filing Period	Receipt Date	DCA Approval Date		
499Q - November 2019 Filing	DCA Approved	Open	9/27/2019	9/27/2019 1:44:27 PM	Revise	Certify
499Q - May 2019 Filing	DCA Approved	Closed	4/9/2019	4/17/2019 2:54:59 PM	Revise	Certify

The column titled ‘Filing Period’ lists the status of the filing period. If it’s listed as ‘Closed’, you’ve missed the revision deadline.

Click the ‘Revise’ button to open up the 499Q form again and submit changes.

Revisions submitted after the revision date will not be used.

Monthly Invoice

How USAC uses the revenue on the 499-Q



DETAILED SUMMARY OF CHARGES AND CREDITS

SUPPORT MECHANISM CHARGES

Your monthly support mechanism charges were calculated according to the following formulas:

Quarterly Contribution Base

The quarterly contribution base is a portion of your quarterly revenue that USAC considers when determining your quarterly Universal Service Fund contribution. The quarterly contribution base equals your interstate plus international revenue. Your current quarterly contribution base equals:

$$\frac{\$ 108,378.00}{\text{Interstate Revenue (Line 120B)}} + \frac{\$ 0.00}{\text{International Revenue (Line 120C)}} = \frac{\$ 108,378.00}{\text{Quarterly Contribution Base}}$$

Adjusted Quarterly Contribution

USAC adjusts carriers' quarterly contribution bases by the amount that they are expected to contribute in that quarter. The calculation for an adjusted contribution amount is as follows, and takes into account the circularity deduction:

$$\frac{\$ 108,378.00}{\text{Quarterly Contribution Base}} * \frac{0.212000}{\text{FCC Contribution Factor}} = \frac{\$ 22,976.14}{\text{Unadjusted Contribution}}$$
$$\frac{\$ 22,976.14}{\text{Unadjusted Contribution}} - \left(\frac{\$ 22,976.14}{\text{Unadjusted Contribution}} * \frac{0.175696}{\text{FCC Circularity Factor}} \right) = \frac{\$ 18,939.32}{\text{Adjusted Contribution}}$$

De Minimis Eligibility

Carriers whose expected annual contribution is less than \$10,000 are considered de minimis and are exempted from paying into the Universal Service Fund. To be exempt, a carrier must meet the de minimis criteria on both the current 499A and 499Q forms.

You meet the de minimis criteria on neither the 499A or the current 499Q. Therefore, you are not eligible for the de minimis exemption during the current quarter.

Your eligibility was calculated using the contribution factors established by the FCC for determining de minimis status on each form:

499A:

$$\frac{\$ 466,977.82}{\text{499A Contribution Base}} * \frac{0.178000}{\text{FCC Estimated Annual Factor}} = \frac{\$ 83,122.05}{\text{Estimated 499A Contribution}}$$

499Q:

$$\frac{\$ 18,939.32}{\text{Adjusted Contribution}} * 4 = \frac{\$ 75,757.30}{\text{Estimated 499Q Contribution}}$$

For more information on the FCC estimated annual factor, please see the Form 499A Instructions. For more information on the current FCC contribution factor, visit the FCC website at www.fcc.gov.

Support Mechanism Charges

Your total monthly contribution is determined by multiplying one-third of your adjusted quarterly contribution base by the current quarter's FCC contribution factor.

$$\frac{1/3}{\text{Adjusted Quarterly Contribution}} * \frac{\$ 18,939.32}{\text{Adjusted Quarterly Contribution}} = \frac{\$ 6,313.11}{\text{Total Monthly Contribution}}$$

USAC Invoice

Page 1, Lower left hand side

FORM 499Q DATA

This month's support mechanism charges were calculated using an FCC contribution factor of 0.212000 and the following revenue data:

November 2019 499Q

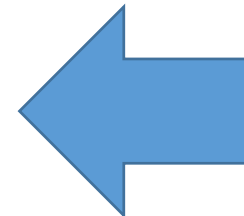
120b	\$108,378.00
120c	\$0.00

If the figures do not correspond with your records, please contact USAC Customer Service at 888-641-8722

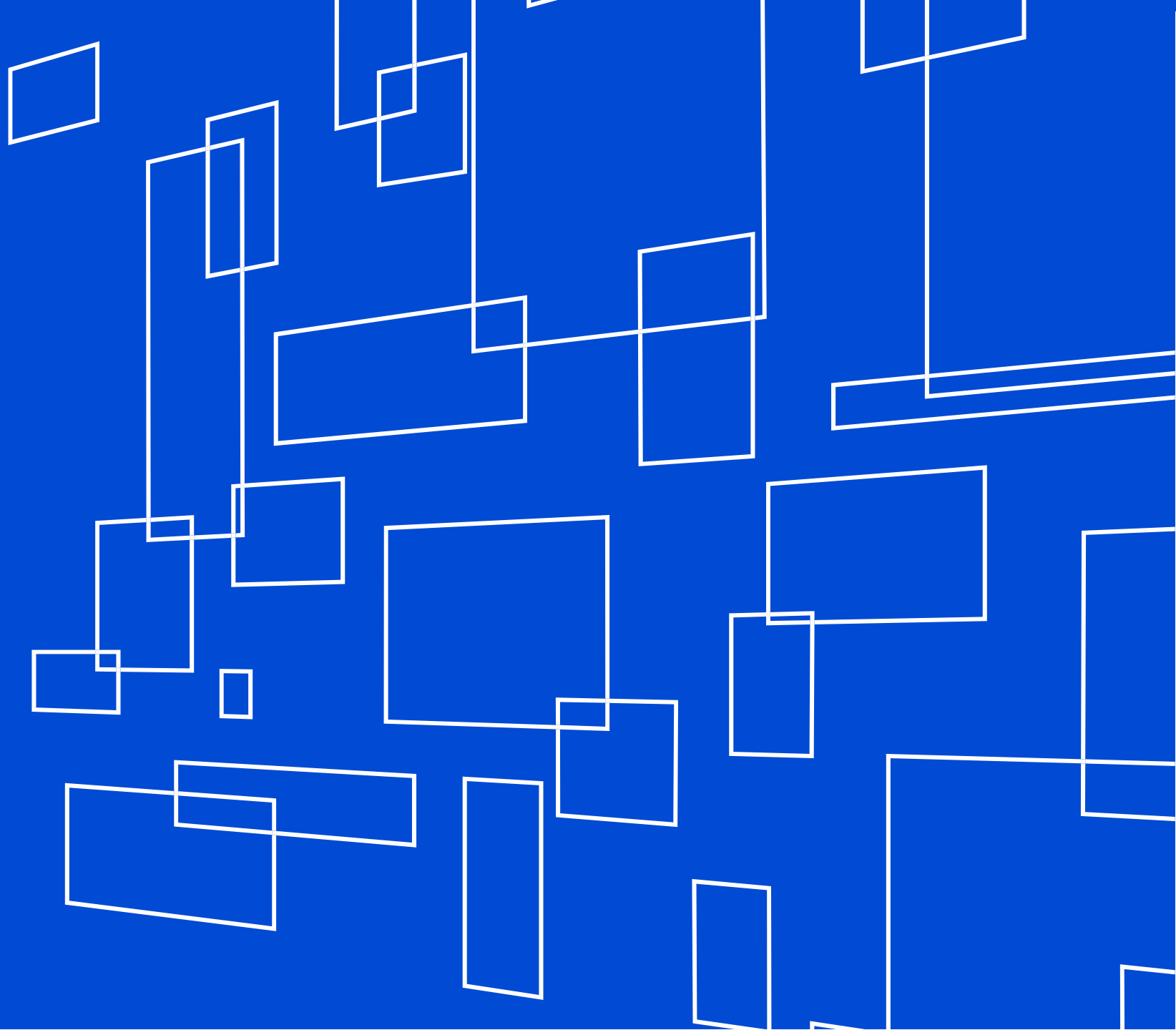
USAC takes the revenue input on Line 120b + 120c
This is displayed on your invoice, page 1, lower left corner.



USAC outlines the calculations for the monthly contribution amount on page 2 of the invoice.




Questions ?



Website Redesign - Learn Section

- Webinars
- Quick videos
- FAQ



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Contributing to the USF

Who Must Contribute

Register for a 499 ID

Manage Your 499 ID

Forms to File

When to File

What to Expect After Filing

Making Revisions

Making Payments

How to Pay

Contribution Factors

Invoices

Late Payments, DCIA, Red Light

Billing Disputes

Credit Balance Refunds

Annual True Up Process

Non-USAC Payments

Request Invoice Copy

Participating in a USF Program

Register for a 498 ID

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Disbursement Schedules

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For More Assistance

✓ Call Customer Support Phone: (888) 641-8722

Hours: Monday-Friday 9 AM to 5 PM ET

✓ Submit an email to Form499@usac.org

✓ Visit our 'Learn' section



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