

FCC Form 498

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The Basics

What is the FCC Form 498?

Applicants who choose the BEAR payment method from USAC receive a direct reimbursement of their discount amounts rather than receiving funds through the service provider.

Applicants will continue to use an FCC Form 472, Billed Entity Applicant Reimbursement (BEAR) Form to request the reimbursement.

However, an FCC Form 498, Service Provider and Billed Entity Identification Number and Contact Information Form must be on file in order to provide USAC with banking account information for direct deposits.

When do I file a Form 498?

The Form 498 must be submitted and processed before you can receive any BEAR reimbursements via direct deposit against a funding commitment. Once completed, an approved 498 ID will be established.

If you do not have an approved 498 ID, the BEAR system will not allow you to file a BEAR.

What if I have filed a Form 498?

Once you have filed a Form 498 and you have received an approved 498 ID, you do not need to file another Form 498 in subsequent funding years unless your banking information changes.

Where do I file a Form 498?

First, you must file the Form 498 by accessing the account in the EPC Portal for the Billed Entity that will be listed on a Form 471 and will be receiving BEAR reimbursements.

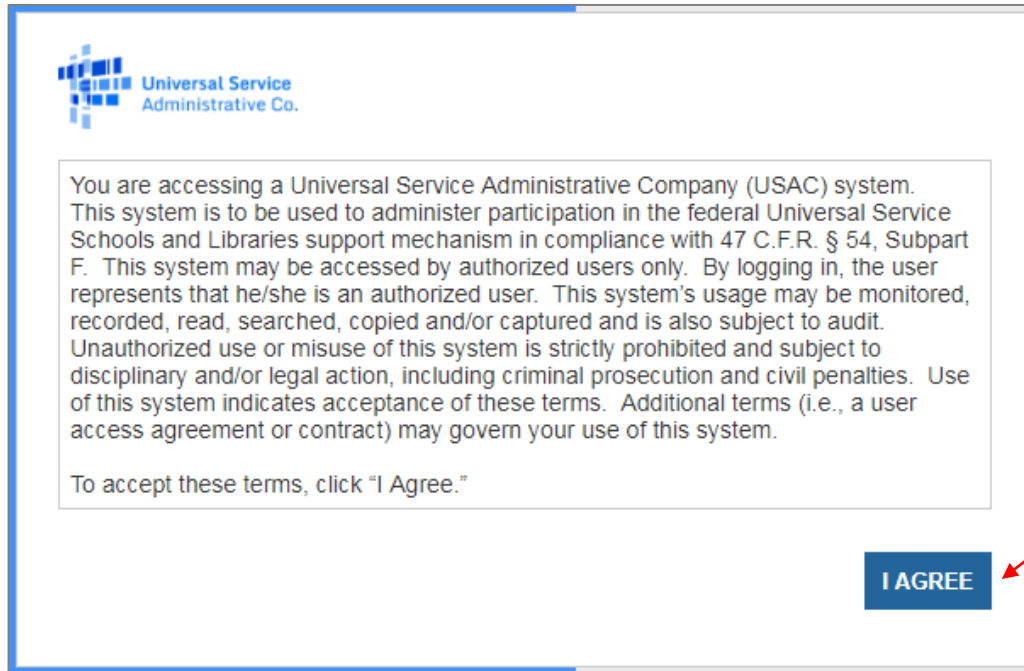
Second, you must submit substantiating documentation such as a voided check to USAC to validate the banking information you provided on the Form 498.

What information will I need?

- Federal Employer Identification Number (EIN)
- Data Universal Numbering System (DUNS) number
 - Check to see if your organization has a DUNS number at: <https://iupdate.dnb.com/iUpdate/companylookup.htm>
 - If you need to obtain a DUNS number, apply for one at: <http://www.dnb.com/get-a-duns-number.html>
- FCC Registration Number (FCC RN)
- Bank name
- Bank account number – the number assigned by your bank to identify your account
- Routing number – a nine-digit number that identifies the specific bank

Log Into EPC

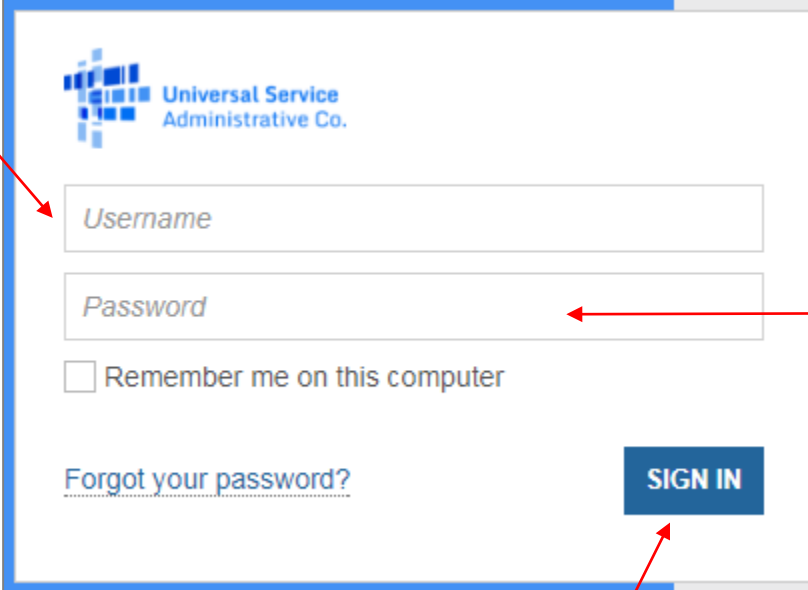
① Navigate to the EPC Portal at <https://portal.usac.org/suite/>



The screenshot shows the Universal Service Administrative Co. logo in the top left corner. Below the logo is a text box containing the following text: "You are accessing a Universal Service Administrative Company (USAC) system. This system is to be used to administer participation in the federal Universal Service Schools and Libraries support mechanism in compliance with 47 C.F.R. § 54, Subpart F. This system may be accessed by authorized users only. By logging in, the user represents that he/she is an authorized user. This system's usage may be monitored, recorded, read, searched, copied and/or captured and is also subject to audit. Unauthorized use or misuse of this system is strictly prohibited and subject to disciplinary and/or legal action, including criminal prosecution and civil penalties. Use of this system indicates acceptance of these terms. Additional terms (i.e., a user access agreement or contract) may govern your use of this system." Below this text box is another line of text: "To accept these terms, click 'I Agree.'" In the bottom right corner of the form area, there is a blue button with the text "I AGREE" in white capital letters.

② Click on the "I AGREE" button to proceed

③ Enter the username (the user's full email address)



The screenshot shows the login interface for Universal Service Administrative Co. It features the company logo and name at the top left. Below the logo are two input fields: one labeled 'Username' and one labeled 'Password'. Under the password field is a checkbox labeled 'Remember me on this computer'. At the bottom left is a link for 'Forgot your password?'. At the bottom right is a blue button labeled 'SIGN IN'. Red arrows point from external text annotations to the 'Username' field, the 'Password' field, and the 'SIGN IN' button.

④ Enter the password

⑤ Click on the "SIGN IN" button

Your EPC "Landing Page" will display

News Tasks (15) Records **Reports** Actions Applan

My Landing Page

Universal Service Administrative Co.

Welcome, [School District 6!](#)

Notifications

Notification Type *Please select a value*

Funding Year *-- Select a Funding Year --*

Status All Generated Not Generated

Notification	Description	Issued Date	Generated By	Generated On
No items available				

My Entities

Entity	Entity Number	City	State	Zip Code
School District 6	116	Springfield	ME	04487
School District 6 School A	117	Springfield	ME	04487
School District 6 School B	118	Springfield	ME	04487
School District 6 NIF	119	Springfield	ME	04487

Set User Permissions

Set User Permissions

① On your organization's EPC Landing Page, click on the link for the entity for which you will be filing a Form 498. In most cases, this will be the school district.

My Entities

Entity	Entity Number	City	State	Zip Code
School District 6	116	Springfield	ME	04487
School District 6 School A	117	Springfield	ME	04487
School District 6 School B	118	Springfield	ME	04487
School District 6 NIF	119	Springfield	ME	04487

Set User Permissions

② Click on the “MANAGE USER PERMISSIONS” button

Records / Applicant Entities

#116 - School District 6

[CREATE A NEW USER](#) [ADD OR REMOVE EXISTING USERS](#) [MANAGE USER PERMISSIONS](#) [...](#)

[Summary](#) [Customer Service](#) [Modifications](#) [Additional Information](#) [Discount Rate](#) [Contracts](#) [FCC Forms](#) [FRN Appeals](#) [News](#) [Related Actions](#)

Organization Details

Name School District 6	Applicant Type School District
Entity Number 116	Status Active
FCC Registration Number 1234564560	

Contact Information

Physical Address 100 Main Street Springfield, ME 04487	Phone Number 555-555-7878
Mailing Address 100 Main Street Springfield, ME 04487	Email school.district6.user1@mailinator.com
	Website URL

Account Administrator

Name School District 6 User 1

Set User Permissions

Manage User Permissions

Organization Details

Name School District 6
Address 100 Main Street
Springfield, ME 04487
Mailing Address 100 Main Street
Springfield, ME 04487

FCC Registration Number 1234564560
Organization Type Applicant
Phone Number 555-555-7878
Email school.district6.user1@mailinator.com

User Permissions

In the table below, you can designate the permissions that you wish to give to each of your users for the various tasks you can complete in the portal. This table will continue to grow as more functionality comes online.

- Full rights users can start, complete, submit and certify forms.
- Partial rights users can start and enter data in the form, but cannot submit and certify them.
- View Only users can only see forms created by other people in your organization but cannot create forms themselves.
- Form 498 School or Library Officials can start, complete, submit, certify, modify, and deactivate Forms 498.
- Form 498 General Financial Contacts can start, complete, and submit Forms 498, but cannot certify new or updated Forms 498 or deactivate existing Forms 498.
- Post-Commitment Full and Partial rights user can start, complete, and submit Spin Change and Service Substitution requests. Post-Commitment View Only rights can view the submitted Spin Change and Service Substitution requests.

Name	Email	Apply All	470 Permission	471 Permission	498 Permission	Post-Commitment Permission	486 Permission	Appeals Permission
School District 6 User 1	school.district6.user1@mailinator.com	<input type="checkbox"/>	Full	Full	School or Library Official	Full	Full	Full

CANCEL

SUBMIT

④ Click on the "SUBMIT" button

③ Choose at least one user to be designated as a "School or Library Official" in the "498 Permission" column

Note:
*The School or Library Official can file and certify the FCC Form 498.
The General Financial Contact can complete the information on the form, but must send the form through EPC to the School or Library Official for certification.*

File the Form 498



① Return to the Landing Page and click on the link for the entity for which you will be filing a Form 498

My Entities

Entity	Entity Number	City	State	Zip Code
School District 6	116	Springfield	ME	04487
School District 6 School A	117	Springfield	ME	04487
School District 6 School B	118	Springfield	ME	04487
School District 6 NIF	119	Springfield	ME	04487

Records / Applicant Entities

#116 - School District 6

 [CREATE A NEW USER](#) [ADD OR REMOVE EXISTING USERS](#) [MANAGE USER PERMISSIONS](#) 

[Summary](#) [Customer Service](#) [Modifications](#) [Additional Information](#) [Discount Rate](#) [Contracts](#) [FCC Forms](#) [FRN Appeals](#) [News](#) [Related Actions](#)

Organization Details

Name	School District 6	Applicant Type	School District
Entity Number	116	Status	Active
FCC Registration Number	1234564560		

Contact Information

Physical Address	100 Main Street Springfield, ME 04487	Phone Number	555-555-7878
Mailing Address	100 Main Street Springfield, ME 04487	Email	school.district6.user1@mailinator.com
		Website URL	

Account Administrator

Name	School District 6 User 1
-------------	--------------------------












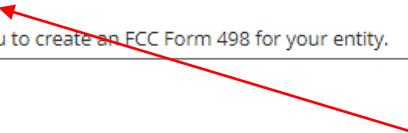
② Choose the “Related Actions” item in the menu at the top

Records / Applicant Entities

#116 - School District 6




Summary Customer Service Modifications Additional Information Discount Rate Contracts FCC Forms FRN Appeals News **Related Actions**

-  **Create a New User**
This function allows you to create a user for your entity.
-  **Add or Remove Existing Users**
This process allows you to add and remove users from an organization
-  **Manage User Permissions**
This function allows you manage the permissions for one or more users.
-  **Manage Organization**
This function allows you to update information about an entity or BEN.
-  **Modify Account Administrator**
This process allows you to transfer the Account Administrator function to another individual.
-  **Create a Customer Service Case**
This function allows you to submit a question about an E-rate form or topic. You can also submit a specific request or an attachment.
-  **Manage General Contact**
This function allows you to designate the general contact for your entity.
-  **Manage Organization Relationships**
Process to relate an Organization to another Organization
-  **Create FCC Form 470**
This function allows you to create an FCC Form 470 for your entity.
-  **Create FCC Form 471**
This function allows you to create an FCC Form 471 for your entity.
-  **Create FCC Form 498** 
This function allows you to create an FCC Form 498 for your entity.

③ Select the link to “Create FCC Form 498”

The Create a FCC Form 498 screen will display

 SAVE DRAFT

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - -

- Basic Information
- General Financial Contact
- Organization Numbers
- Remittance Information
- Associated BENs
- Principal Communication Types
- School or Library Official Certification

Application Nickname

Please enter an application nickname here *

Organization Information

Name School District 6	Mailing Address 100 Main Street Springfield, ME 04487
Name Company is Doing Business As (DBA) or Formerly Known As (FKA) <input type="text"/>	Federal EIN, or TAX ID Number of Holding Company <input type="text"/>
Holding Company Name <input type="text"/>	

Business Type (Select what type of business(es) best describes your organization. Select up to three types.)*

Please select a value

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

① Fill out the first four fields with the appropriate information

SAVE DRAFT

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - -

Basic Information

General Financial Contact

Organization Numbers

Remittance Information

Associated BENs

Principal Communication Types

School or Library Official Certification

Application Nickname

Please enter an application nickname here *



Organization Information

Name

School District 6

Mailing Address

100 Main Street
Springfield, ME 04487

Name Company is Doing Business As (DBA) or Formerly Known As (FKA)



Federal EIN, or TAX ID Number of Holding Company



Holding Company Name



Business Type (Select what type of business(es) best describes your organization. Select up to three types.)*

Please select a value

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

SAVE AND CONTINUE

SAVE DRAFT

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - -

Basic Information

General Financial Contact

Organization Numbers

Remittance Information

Associated BENs

Principal Communication
Types

School or Library Official
Certification

Application Nickname

Please enter an application nickname here *

Organization Information

Name

School District 6

Name Company is Doing Business As (DBA) or Formerly Known As (FKA)

Holding Company Name

Business Type (Select what type of business(es) best describes your organization. Select up to three types.)*

Please select a value

Mailing Address

100 Main Street
Springfield, ME 04487

Federal EIN, or TAX ID Number of Holding Company

② Click on the "Business Type" drop down menu to view the options

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

SAVE AND CONTINUE

③ Select the option(s) that best match your organization

- ✓ State Government
- ✓ County Government
- ✓ City or Township Government
- ✓ Special District Government
- ✓ Regional Organization
- ✓ U.S. Territory or Possession
- ✓ Independent School District
- ✓ Public/State Controlled Institution of Higher Education
- ✓ Indian/Native American Tribal Government (Federally -Recognized)
- ✓ Indian/Native American Tribal Government (Other than Federally-Recognized)
- ✓ Indian/Native American Tribal Designated Organization
- ✓ Public/Indian Housing Authority

Please select a value

There will be many choices to select from in this drop down box, many of which will not be appropriate as these options were designated to be used by all federal agencies. You may select up to three types.

Use your best judgement – there is no right or wrong answer.

Potential selections:

Independent School District

Nonprofit with 501C3 IRS Status (Other than an Institution of Higher Education)

Nonprofit without 501C3 IRS Status (Other than an Institution of Higher Education)

 SAVE DRAFT

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 -

Basic Information

General Financial Contact

Organization Numbers

Remittance Information

Associated BENs

Principal Communication
Types

School or Library Official
Certification

Application Nickname

Please enter an application nickname here *

Form 498 for School District 6

Organization Information

Name

School District 6

Name Company is Doing Business As (DBA) or Formerly Known As (FKA)

Holding Company Name

Business Type (Select what type of business(es) best describes your organization. Select up to three types.) *

Independent School District

Mailing Address

100 Main Street
Springfield, ME 04487

Federal EIN, or TAX ID Number of Holding Company

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

SAVE AND CONTINUE

④ Click on the "SAVE AND CONTINUE BUTTON"

A new screen will display and a number will now be listed adjacent to your form nickname ----
this is both the Form 498 Form Number and your 498 ID

① Write the 498 ID number down – you will need this number in later steps

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - **443000152** ← THIS IS YOUR 498 ID!!!

Basic Information

General Financial Contact

Organization Numbers

Remittance Information

Associated BENs

Principal Communication Types

School or Library Official Certification

General Financial Contact of School District 6

Enter General Financial Contact *

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

PREVIOUS

SAVE AND CONTINUE

① On the Financial Contact screen, select a user to be listed as the General Financial Contact

Note:

The user has to already be created for the organization.

The General Financial Contact can be the School or Library Official.

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information

General Financial Contact

Organization Numbers

Remittance Information

Associated BENs

Principal Communication Types

School or Library Official Certification

General Financial Contact of School District 6

Enter General Financial Contact *



Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

PREVIOUS

SAVE AND CONTINUE

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information

General Financial Contact

Organization Numbers

Remittance Information

Associated BENs

Principal Communication Types

School or Library Official Certification

General Financial Contact of School District 6

Enter General Financial Contact *

 School District 6 User 1 ✕

First

School District 6

Middle Initial

Last

User 1

Phone Number

555-555-5555

Phone Number Extension

E-mail

school.district6.user1@mailinator.com

Street Address

100 Main Street

Address Line 2

City

Springfield

State

ME

Zip Code

04487

Zip Code Extension

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

PREVIOUS

SAVE AND CONTINUE

That user's contact information will display

② Click on the "SAVE AND CONTINUE" button

The Organization Numbers screen will display

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information

General Financial
Contact

**Organization
Numbers**

Remittance
Information

Associated BENs

Principal
Communication Types

School or Library
Official Certification

Further Details

Federal Employer Identification Number *

Dun and Bradstreet Number (DUNS) *

FCC Registration Number

1234564560

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

PREVIOUS

SAVE AND CONTINUE

① Enter the requested information

Note:

EIN = 9 digits

DUNS = 9 digits

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information

General Financial
Contact

**Organization
Numbers**

Remittance
Information

Associated BENs

Principal
Communication Types

School or Library
Official Certification

Further Details

Federal Employer Identification Number *

123456789 ★

Dun and Bradstreet Number (DUNS) *

987654321 | ★

FCC Registration Number

1234564560

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

PREVIOUS

SAVE AND CONTINUE

② Then click on the "SAVE AND CONTINUE" button

The Remittance Info screen will display

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information General Financial Contact Organization Numbers **Remittance Information** Associated BENS Principal Communication Types School or Library Official Certification

Remittance Contact

Is the Remittance Contact the same as the General Financial Contact?
 Yes

Contact Information

First Name * **Phone Number ***

Last Name * **Phone Number Extension**

Middle Initial **Email Address ***

Title *

Financial Information

Remittance Financial Institution * **Financial Institution Account Number for ACH ***

ACH Financial Institution Transit Number *

Please ensure any "0"s at the front of your financial institution account number are included.

Please ensure any "0"s at the front of your ACH financial institution transit number are included.

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

① Enter the requested information

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information General Financial Contact Organization Numbers **Remittance Information** Associated BENs Principal Communication Types School or Library Official Certification

Remittance Contact

Is the Remittance Contact the same as the General Financial Contact?
 Yes

Contact Information ★

First Name
School District 6

Last Name
User 1

Middle Initial

Title
Administrator

Phone Number
555-555-5555

Phone Number Extension

Email Address
school.district6.user1@mailinator.com

Financial Information ★

Remittance Financial Institution *
Main Bank

ACH Financial Institution Transit Number *
123456789

Please ensure any "0"s at the front of your ACH financial institution transit number are included.

Financial Institution Account Number for ACH *
000123456789

Please ensure any "0"s at the front of your financial institution account number are included.

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM PREVIOUS SAVE AND CONTINUE

② Then click on the "SAVE AND CONTINUE" button

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information

General Financial
Contact

Organization Numbers

Remittance
Information

Associated BENs

Principal
Communication Types

School or Library
Official Certification

Block 14: Billed Entity Number/FCC Form 498 Association

If you are an entity that has chosen to receive your E-rate Program payments directly (BEAR invoicing), please enter the Billed Entity Numbers that are to be associated with this FCC Form 498.

Billed Entity Number	Billed Entity Name
116	School District 6

Add Additional BEN Number

Add to List

Once 'Save and Continue' is clicked, you will be able to leave the form without losing any entered information from this page. To return to the in-progress form, locate it under the 'Tasks' tab.

DELETE FORM

PREVIOUS

SAVE AND CONTINUE

① Enter any additional Billed Entity Numbers to be associated with this Form 498 (e.g. a child school listed as the applicant on a previous year Form 471 when the applicant is now the school district due to the constraints of EPC)

② Then click on the "SAVE AND CONTINUE" button

The Communication Types screen will display

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information	General Financial Contact	Organization Numbers	Remittance Information	Associated BENs	Principal Communication Types	School or Library Official Certification
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Service Identification

Principal Communication Type School/Library or other Billed Entity Recipient

[DELETE FORM](#) [PREVIOUS](#) [CONTINUE TO CERTIFICATION](#)

Click on the "CONTINUE TO CERTIFICATION" button

Once submitted for certification, information in this FCC Form 498 can only be edited by a School or Library Official until it is certified. Do you wish to continue?

Read the warning in the popup message and click on the "YES" button to continue

The Certification screen will display

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information

General Financial
Contact

Organization Numbers

Remittance
Information

Associated BENs

Principal
Communication Types

School or Library
Official Certification

Review Data

Please carefully review the data entered on the form for accuracy.

FCC Form 498 #443000152

I have reviewed this form and have determined the information to be accurate.

I certify that I am a School or Library Official of the above-named entity, and that I am authorized to submit this FCC Form 498 data on behalf of the above named entity.

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, as amended, 47U.S.C. Secs. 220(e), 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

I certify.

Select the checkbox to certify your FCC Form 498 Form 498 for School District 6

A download link will appear under Tasks when the PDF version of the certified form is ready to be downloaded

REJECT AND DELETE FORM

PREVIOUS

CERTIFY

① Check the box for each certification

Create a FCC Form 498

In the E-rate Program, the FCC Form 498 is used by applicants who select the direct (BEAR) invoicing process. This form establishes your bank account with USAC by collecting banking and remittance information for the organization. All BENs associated with this organization and banking/remittance information should be included on this form. Submission requires School or Library Official certification.

School District 6 - Form 498 for School District 6 - 443000152

Basic Information	General Financial Contact	Organization Numbers	Remittance Information	Associated BENs	Principal Communication Types	School or Library Official Certification
-------------------	---------------------------	----------------------	------------------------	-----------------	-------------------------------	--

Review Data

Please carefully review the data entered on the form for accuracy.

FCC Form 498 #443000152

I have reviewed this form and have determined the information to be accurate.

I certify that I am a School or Library Official of the above-named entity, and that I am authorized to submit this FCC Form 498 data on behalf of the above named entity.

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, as amended, 47U.S.C. Secs. 220(e), 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

I certify.

Select the checkbox to certify your FCC Form 498 Form 498 for School District 6

A download link will appear under Tasks when the PDF version of the certified form is ready to be downloaded

REJECT AND DELETE FORM PREVIOUS CERTIFY


② Then click on the "CERTIFY" button

498 ID Approval

To complete the process, you must submit documentation such as a voided check to validate the banking information you provided on the Form 498.

498 ID Approval

USAC will send an email to the General Financial Contact listed on the Form 498 requesting documentation that verifies the bank account owner, the routing number, and the account number, such as a voided check or a bank statement



Request for Bank Validation Document

We have begun reviewing your recent application that you submitted. To continue processing your application, we require the following additional documentation:

- A clear image of a voided check, or
- The first page of a banking statement that clearly indicates the name of the entity, bank name, routing number and account number; and/or.

Please submit the requested documents by clicking [here](#)

If you need further assistance, please call us Monday through Friday from 9:30 am to 4:30 pm ET, at (888) 641-8722 and select option 5, or [email](#) us anytime.

Thank you,

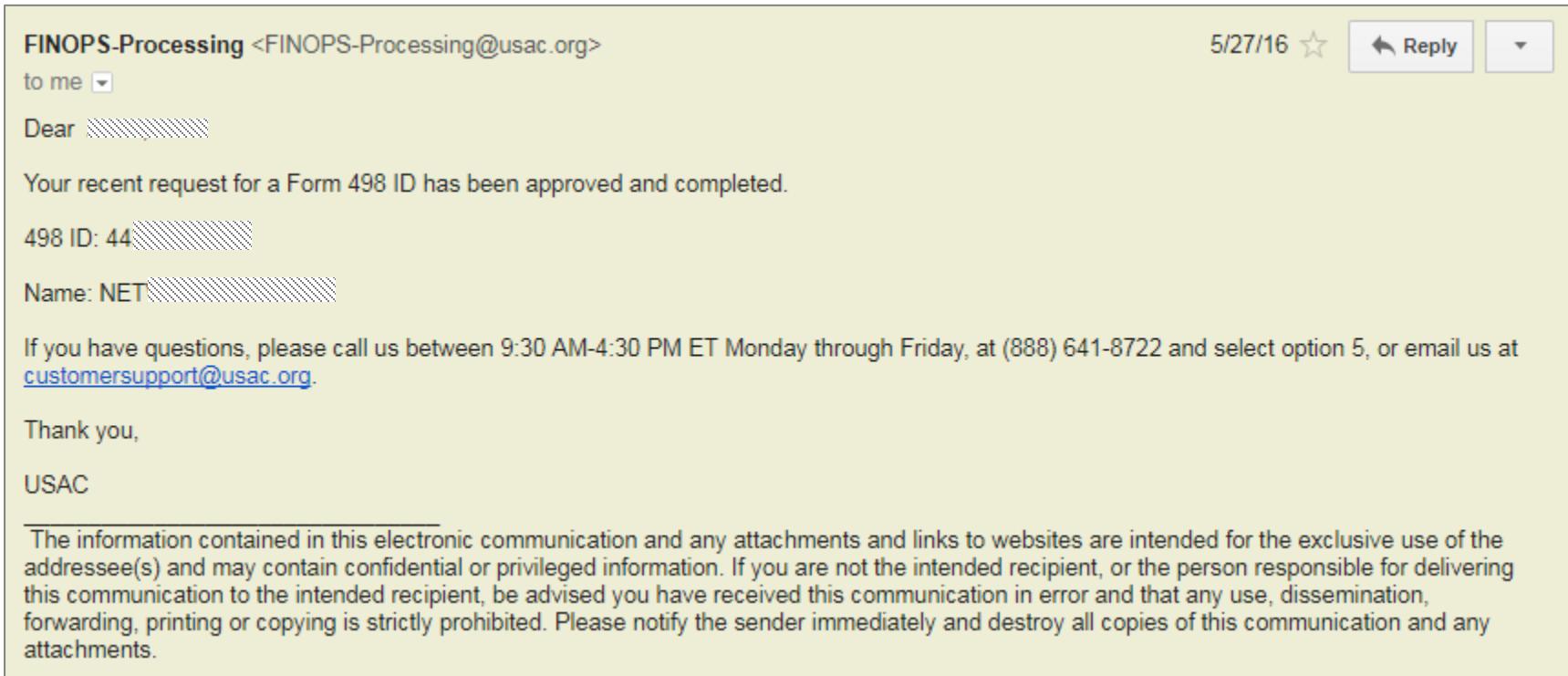
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① For fastest results, send an email to 498bankverification@usac.org with the requested documentation (such as a voided check or a bank statement)

Be sure to include your applicant name, BEN, and 498 ID in the body of the email - the 498 ID is the form number for the Form 498 that you just filed

498 ID Approval

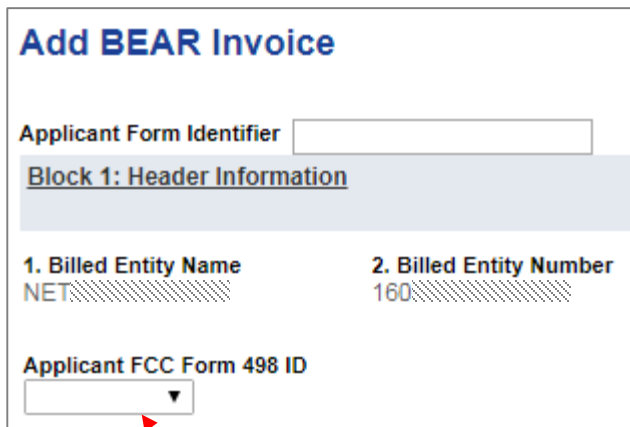
After USAC reviews the documentation, the General Financial Contact will be emailed notification that the 498 ID for the entity has been approved. This ID will be used when filing BEAR forms.



Email notifications are sent in batches once or twice a week.

498 ID Approval

Another way to tell that the 498 ID has been approved is by logging into the BEAR area at <https://www2.sl.universalservice.org/bear/login.aspx> and starting a new BEAR form. If a 498 ID displays on the BEAR, the ID is approved and ready for use.



Add BEAR Invoice

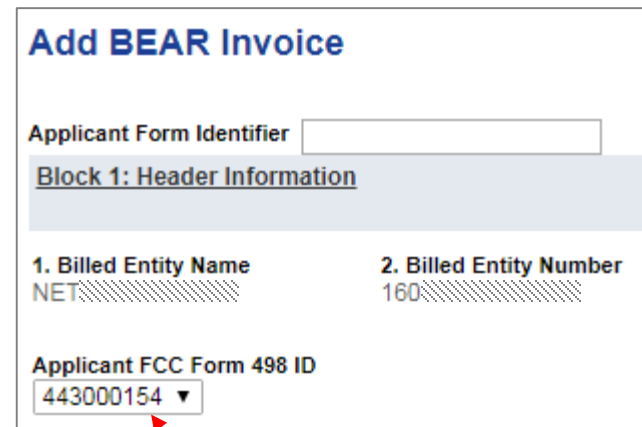
Applicant Form Identifier

Block 1: Header Information

1. Billed Entity Name NET:////	2. Billed Entity Number 160:////
--	--

Applicant FCC Form 498 ID

NO 498 ID!!!
You cannot file a BEAR yet.



Add BEAR Invoice

Applicant Form Identifier

Block 1: Header Information

1. Billed Entity Name NET:////	2. Billed Entity Number 160:////
--	--

Applicant FCC Form 498 ID

THIS IS YOUR 498 ID!!!
You can file your BEAR.