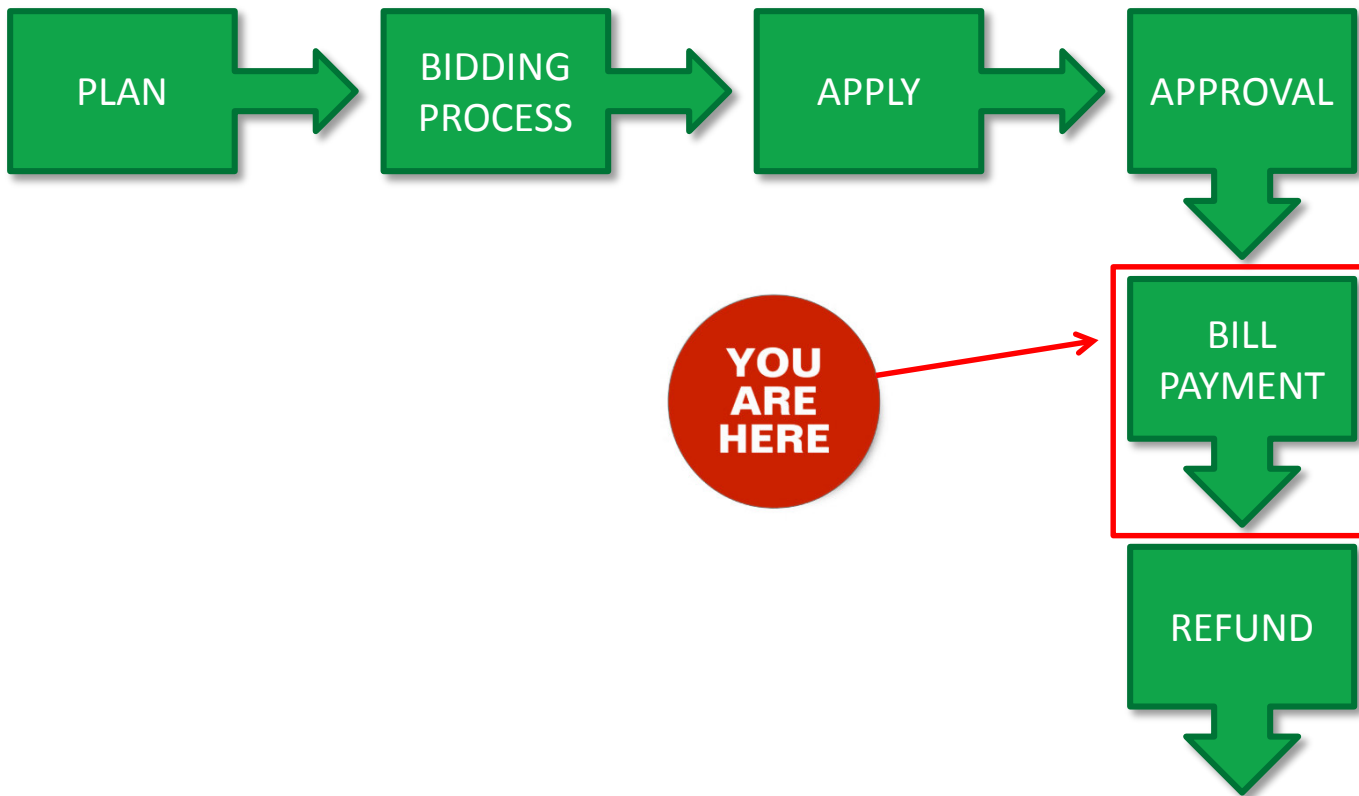


# FY2019 FCC Form 486

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Where does the Form 486  
fall in the E-Rate process?



# The Basics

# What is the FCC Form 486?

An indication that services for a particular Funding Request Number (FRN) have started

- Notifies USAC that services have started and that invoices for the E-Rate discount portion of those services can be processed and paid
- Reports the status of the applicant's compliance with the Children's Internet Protection Act (CIPA)

# When can I file a Form 486?

- The Form 486 cannot be filed until a Funding Commitment Decision Letter (FCDL) has been received.
- However, the Form 486 must be certified no later than 120 days after the service start date *or* 120 days after the date of the FCDL, whichever is later.

***Words of Caution:*** Filing late can result in a reduction in funding. The later the filing date, the greater the reduction.

# Where do I file a Form 486?

You must file the Form 486 by accessing the account in the EPC Portal for the Billed Entity that received the funding commitment.

This is usually the school district, unless an entity is considered to be an independent school.



# How many separate forms do I file?

Your choice!

Each FRN from your Form 471(s) is treated separately and you will need to indicate the start of services for each one.

- You may file a separate Form 486 for each FRN as you receive funding commitments

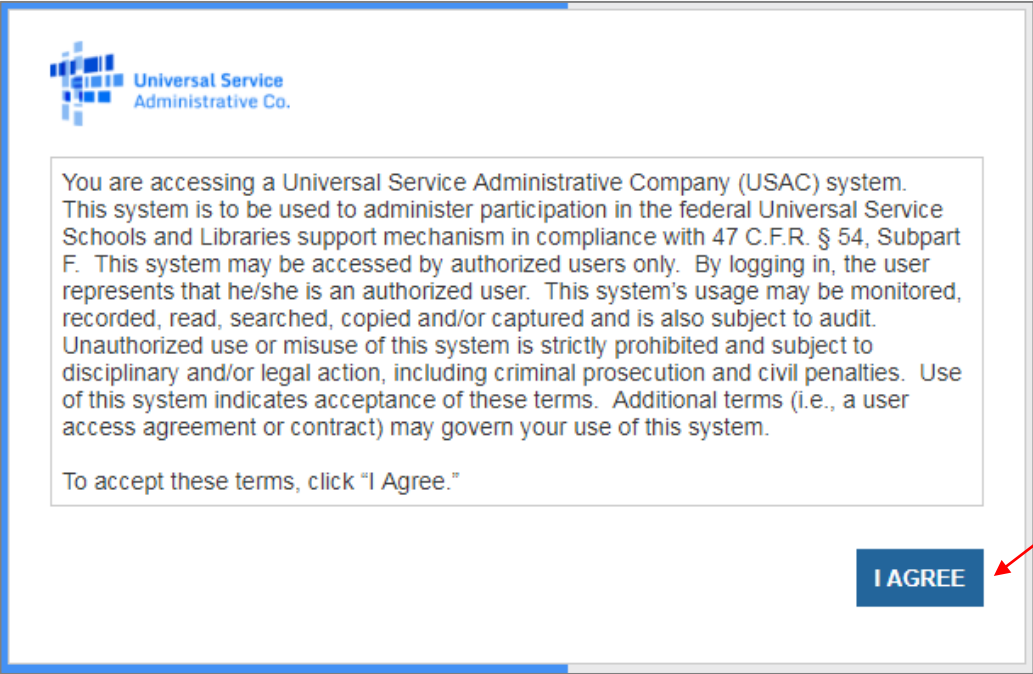
OR

- You may include several funded FRNs on a single Form 486

***Words of Caution:*** Be aware that the Form 486 for each FRN has a distinct deadline!  
Don't miss a deadline while waiting for all of your funding commitments to come in.

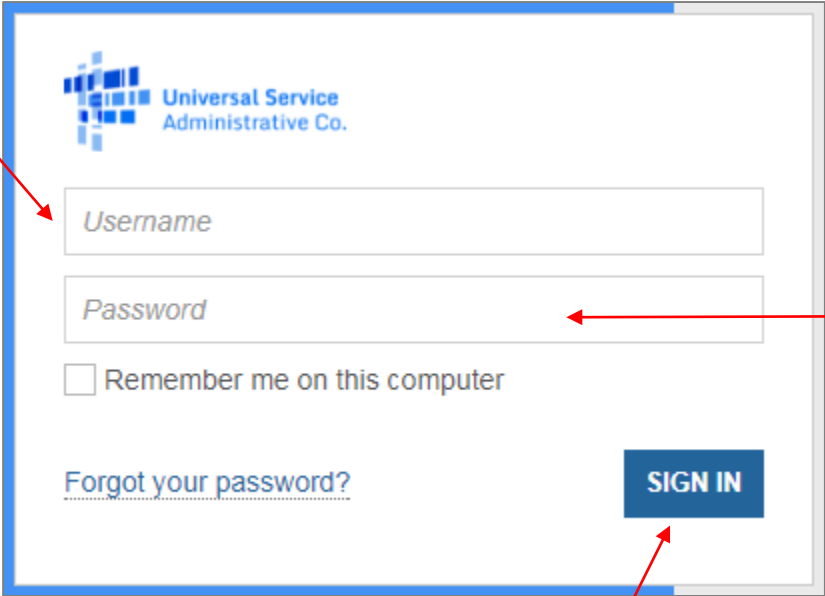
# Creating the Form 486

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



② Click on the "I AGREE" button to proceed

③ Enter your username (your full email address)



The screenshot shows a login interface for Universal Service Administrative Co. It features a logo at the top left, followed by two input fields labeled 'Username' and 'Password'. Below the password field is a checkbox for 'Remember me on this computer' and a link for 'Forgot your password?'. A blue 'SIGN IN' button is located at the bottom right of the form area.

④ Enter the password

⑤ Click on the "SIGN IN" button

Your EPC "Landing Page" will display

## My Landing Page



Universal Service  
Administrative Co.

[Funding Request Report](#) | [FCC Form 470](#) | [FCC Form 471](#) | [FCC Form 486](#) | [Appeal](#) | [FCC Form 500](#) | [SPIN Change](#) | [Service Substitution](#) | [Hurricane Impact Designation](#) | [Manage Organizations](#) | [USAC Website](#) | [Contact Us](#) | [Help](#)

Welcome, [Harper Valley Public Library!](#)

### Notifications

Notification Type

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
Harper Valley Public Library	183	Los Angeles	CA	66697

⑥ Select the “FCC FORM 486” link on your landing page to begin a new FCC Form 486

**My Landing Page**



Universal Service Administrative Co.

Welcome, [Harper Valley Public Library!](#)

**Notifications**

Notification Type: *Please select a value* (dropdown)  
Funding Year: *-- Select a Funding Year --* (dropdown)

Status:  All  
 Generated  
 Not Generated

Notification	Description	Issued Date	Generated By	Generated On
You can also select your school district's Billed Entity on your landing page, select the "Related Actions" link, and then choose "Create FCC Form 486"				

**My Entities**

Entity	Entity Number	City	State	Zip Code
Harper Valley Public Library	183	Los Angeles	CA	66697

# Form 486 Section One: General Information

*First, you will review and enter  
some general information.*

# General Information

*When you begin the FCC Form 486, the basic information about the billed entity, including the Billed Entity Number (BEN), name, and address will automatically populate from the organization's EPC profile.*

[SAVE DRAFT](#)

## Create FCC Form 486

---

General Information      Select FRNs      Detailed Info      Certification      Preview

---

### Submitting Organization Details

Harper Valley Public Library	BEN: 183
2500 Sunset Blvd	FCC Registration Number: 1231231234
Los Angeles, CA 66697	
800-556-8795	
harpervpl@aaa.com	

---

### FCC Form 486 Details

<b>Nickname *</b> <input type="text"/>	<b>Funding Year *</b> <input type="text" value="-- Select a Funding Year --"/>
---	---

---

### Contact Information

**Main Contact Person \***

Please select a main contact person by typing the contact person's name or email address.

---

[CANCEL](#) [CONTINUE](#)



## Create FCC Form 486

General Information

Select FRNs

Detailed Info

Certification

Preview

### Submitting Organization Details

Harper Valley Public Library

2500 Sunset Blvd

Los Angeles, CA 66697

800-556-8795

harpervpl@aaa.com

BEN: 183

FCC Registration Number: 1231231234

### FCC Form 486 Details

Nickname \*

Funding Year \*

-- Select a Funding Year --

### Contact Information

Main Contact Person \*

Please select a main contact person by typing the contact person's name or email address.

① Enter a form nickname that will serve as a reminder for the FRNs that are included in this particular form

CANCEL

CONTINUE

## Create FCC Form 486

General Information

Select FRNs

Detailed Info

Certification

Preview

### Submitting Organization Details

Harper Valley Public Library  
2500 Sunset Blvd  
Los Angeles, CA 66697  
800-556-8795  
harpervpl@aaa.com

BEN: 183  
FCC Registration Number: 1231231234

### FCC Form 486 Details

Nickname \*

My Form 486 for FRN 123456789

### Contact Information

Main Contact Person \*

Please select a main contact person by typing the contact person's name or email address.

② Select the Funding Year

Funding Year \*

-- Select a Funding Year --

-- Select a Funding Year --

2016

2017

2018

2019

CANCEL

CONTINUE

## Create FCC Form 486

General Information      Select FRNs      Detailed Info      Certification      Preview

### Submitting Organization Details

Harper Valley Public Library      BEN: 183  
2500 Sunset Blvd      FCC Registration Number: 1231231234  
Los Angeles, CA 66697  
800-556-8795  
harpervpl@aaa.com

### FCC Form 486 Details

Nickname \*      Funding Year \*  
My Form 486 for FRN 123456789      2019

### Contact Information

Main Contact Person \*

h

- Harper Library Full Rights  
harperlibrary.full@mailinator.com
- Phil Harper  
q@q.com

③ Begin typing the name or email address for a contact person and the system will search for and display matches. Select the desired contact.

CONTINUE

**NOTE:** Only those individuals who have been associated with your organization in EPC can be the contact person for this form

## Create FCC Form 486

General Information    Select FRNs    Detailed Info    Certification    Preview

### Submitting Organization Details

Harper Valley Public Library    BEN: 183  
2500 Sunset Blvd    FCC Registration Number: 1231231234  
Los Angeles, CA 66697  
800-556-8795  
harpervpl@aaa.com

### FCC Form 486 Details

**Nickname \***    **Funding Year \***  
My Form 486 FRN 123456789    2019

### Contact Information

**Main Contact Person \***  
Harper Library Full Rights ✕    Harper Library Full Rights  
harperlibrary.full@mailinator.com  
555-555-5555

Please select a main contact person by typing the contact person's name or email address.

④ Then click on the “CONTINUE” button to proceed

# Form 486 Section Two: Select FRNs

*Next, you will select the FRNs to include on this form.*

***NOTE:*** You can only include FRNs for which you have received an FCDL

# Select FRNs

**Select FRNs**  
Use the filters below to search and select FRNs to associate.

General Information   **Select FRNs**   Detailed Info   Certification   Preview

**Submitting Organization Details**  
Harper Valley Public Library   BEN: 183  
2500 Sunset Blvd   FCC Registration Number: 1231231234  
Los Angeles, CA 66697  
800-556-8795  
harpervpl@aaa.com

**Filters**

**Application Number**

**Category of Service**  
--Select Filter by Application Category of Service--

**FRN**

**FRN Status**  
Funded

<input type="checkbox"/>	FRN	Application Number	FRN Nickname	Category of Service	FRN Status
<input type="checkbox"/>	1-026	1-028	Applicant	Category 1	Funded
<input type="checkbox"/>	1-054	1-062	Internet Access	Category 1	Funded

**Selected FRNs**

<input type="checkbox"/>	FRN	Application Number	FRN Nickname	Category of Service	FRN Status
No FRNs Currently Associated					

You must associate at least one Funding Request

*You will see a list of the FRNs for the chosen funding year for which*  
*a) a funding commitment has been issued but*  
*b) for which an FCC Form 486 has not yet been certified*

*The system warns that you must associate at least one Funding Request to this Form 486*

① Choose the FRNs that you want to include on this form

**A** To add all of the FRNs in the list to this form:  
click on the “ADD ALL (x) FRNS” button at the top of the list

**Filters**

**Application Number**  
Enter entire FCC Form 471 Application Number

**Category of Service**  
--Select Filter by Application Category of Service--

**FRN**  
Enter entire Funding Request Number

**FRN Status**  
Funded

**ADD ALL (2) FRNS** **CLEAR SEARCH FILTERS** **SEARCH**

<input type="checkbox"/>	FRN	Application Number	FRN Nickname	Category of Service	FRN Status
<input type="checkbox"/>	1-026	1-028	Applicant	Category 1	Funded
<input type="checkbox"/>	1-054	1-062	Internet Access	Category 1	Funded

**ADD (0) FRNS**

**B** To add specific FRNs to this form:  
check the box to the left of each desired FRN and then  
click on the “ADD (x) FRNS” button at the bottom of the list

**NOTE:** “(x)” on each of the button descriptions designates the  
number of FRNs selected or available for a particular action

② Verify that the FRNs you want to include on this form are now also listed in the “Selected FRNs” section at the bottom of the page

<input type="checkbox"/>	FRN	↑	Application Number	FRN Nickname	Category of Service	FRN Status
<input type="checkbox"/>	1:026		1:028	Applicant	Category 1	Funded
<input type="checkbox"/>	1:054		1:062	Internet Access	Category 1	Funded

### Selected FRNs

<input type="checkbox"/>	FRN	↑	Application Number	FRN Nickname	Category of Service	FRN Status
<input type="checkbox"/>	1:054		1:062	Internet Access	Category 1	Funded

**NOTE:** To remove one or more of the selected FRNs, check the box to the left of the FRN(s) you want to remove, then click on the “REMOVE (x) FRNS” button



# Select FRNs

ADD ALL (2) FRNS CLEAR SEARCH FILTERS SEARCH

<input type="checkbox"/>	FRN	↑	Application Number	FRN Nickname	Category of Service	FRN Status
<input type="checkbox"/>	1:026		1:028	Applicant	Category 1	Funded
<input type="checkbox"/>	1:054		1:062	Internet Access	Category 1	Funded

ADD (0) FRNS

**Selected FRNs**

<input type="checkbox"/>	FRN	↑	Application Number	FRN Nickname	Category of Service	FRN Status
<input type="checkbox"/>	1:054		1:062	Internet Access	Category 1	Funded

REMOVE (0) FRNS

CANCEL BACK CONTINUE

③ Click on the "CONTINUE" button to proceed

# Form 486 Section Three: Detailed Info

*Next, you will report the service start date  
for each of the funded FRNs you selected.*

*A list of the selected FRNs and the service start dates that you reported on the FCC Form 471 for those FRNs will display*

**NOTE:** *If you need to change a date, check the box for the FRN and enter the correct date. **BE CAREFUL!** You cannot enter an actual service start date that is earlier than the service start date reported on the FCC Form 471.*

**FCC Form 486**

General Information    Select FRNs    **Detailed Info**    Certification    Preview

**Billed Entity Information**

Harper Valley Public Library  
2500 Sunset Blvd  
Los Angeles, CA 66697  
800-556-8795  
harpervpl@aaa.com

Billed Entity Number: 183  
FCC Registration Number: 1231231234  
Applicant Type: Library

**Service Information**

Please confirm that the information below is complete and accurate for the service(s) that you are confirming. Although it is uncommon, you may need to edit a service start date. To do so, select the FRN(s) you wish to update from the grid below. You may select multiple FRNs.  
Please note that the Service Start Date in the below grid is from the FCC Form 471.

<input type="checkbox"/>	FRN	Application Number	FRN Nickname	SPIN	Service Provider	Service Start Date	Actual Service Start Date
<input type="checkbox"/>	1:054	1:062	Internet Access	240000001	USAC Service Provider Firm 7	7/1/2019	7/1/2019

① Verify that the dates in the “Actual Service Start Date” column are correct

② Click on the “CONTINUE” button to proceed

# Form 486 Section Four: Certification

*Next, you will certify your compliance with  
program rules and CIPA regulations.*

① **Only if applicable:** check the “Early Filing” box

**Check this box only if:**

- a) you are submitting this form before services have started **and**
- b) those services will actually begin during July **and**
- c) you can truthfully certify your compliance with CIPA regulations **and**
- d) this form is certified before July 31

**FCC Form 486**

---

General Information      Select FRNs      Detailed Info      **Certification**      Preview

**Billed Entity Information**  
Harper Valley Public Library  
2500 Sunset Blvd  
Los Angeles, CA 66697  
800-556-8795  
harpervpl@aaa.com

**Words of Caution:**  
*Unless you have an FCDL dated July 31 or earlier (and the conditions above are true), this doesn't apply to you.*

**Early Filing**  
**CHECK THE BOX BELOW IF THE FRNS ON THIS FCC FORM 486 ARE FOR SERVICE BEFORE JULY 31 OF THE FUNDING YEAR.**  
 The Funding Requests listed in this FCC Form 486 have been approved by USA provider(s) featured in those Funding Requests that these services will start on or before July 31 of the funding year. I have confirmed with the service provider(s) that these services will start on or before July 31 of the funding year.

**CIPA Waiver**  
**CHECK THE BOX BELOW IF YOU ARE REQUESTING A WAIVER OF CIPA REQUIREMENTS FOR THE SECOND FUNDING YEAR IN WHICH YOU HAVE APPLIED FOR DISCOUNTS IF YOU AS THE BILLED ENTITY ARE THE ADMINISTRATIVE AUTHORITY.**  
 I am providing notification that, as of the date of the start of discounted services, I am unable to make the certifications required by the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), because my state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification(s) otherwise required. I certify that the schools or libraries represented in the Funding Request Number(s) on this FCC Form 486 will be brought into compliance with the CIPA requirements before the start of the Third Funding Year in which they apply for discounts.

CANCEL    BACK      SEND FOR CERTIFICATION    CONTINUE

② **Only if applicable**: check the “CIPA Waiver” box

**Check this box only if:**

a) this is only your organization’s 2nd year applying for E-Rate **and**

b) your organization is still not in compliance with CIPA regulations

**FCC Form 486**

General Information      Select FRNs      Detailed Info      **Certification**      Preview

**Billed Entity Information**

Harper Valley Public Library  
2500 Sunset Blvd  
Los Angeles, CA 66697  
800-556-8795  
harpervpl@aaa.com

Billed Entity Number: 183  
FCC Registration Number: 1231231234  
Applicant Type: Library

**Early Filing**

**CHECK THE BOX BELOW IF THE FRNS ON THIS FCC FORM 486 ARE FOR SERVICES STARTING ON OR BEFORE JULY 31 OF THE FUNDING YEAR.**

The Funding Requests listed in this FCC Form 486 have been approved by USAC as shown in my Funding Commitment Decision Letter (FCDL). I have confirmed with the service provider(s) featured in those Funding Requests that these services will start on or before July 31 of the Funding Year.

**CIPA Waiver**

**CHECK THE BOX BELOW IF YOU ARE REQUESTING A WAIVER OF CIPA REQUIREMENTS FOR THE SECOND FUNDING YEAR IN WHICH YOU HAVE APPLIED FOR DISCOUNTS IF YOU AS THE BILLED ENTITY ARE THE ADMINISTRATIVE AUTHORITY.**

I am providing notification that, as of the date of the start of discounted service, because my state or local procurement rules or regulations prevent the making of the certification(s) otherwise required, I certify that the schools or libraries represented in the Funding Request Number 6 will be brought into compliance with the CIPA requirements before the start of the Third Funding Year in which they apply for discounts.

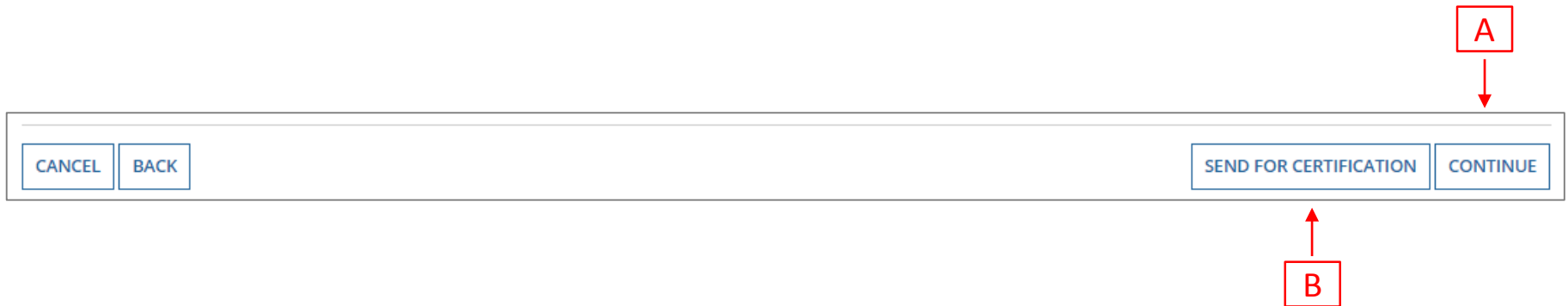
**Words of Caution:**  
*This is very rare!!!! It is not applicable to any Networkmaine members.*

CANCEL    BACK    SEND FOR CERTIFICATION    CONTINUE

③ Proceed by doing one of the following ...

**A** *If you have full rights and are certifying this form:*  
click on the “CONTINUE” button to proceed to certification

**B** *If you are not a full rights user or are not the one charged with certifying this form:*  
click on the “SEND FOR CERTIFICATION” button to create a task for all full-rights users to certify this form



You can certify the form yourself if you were able to click “CONTINUE” on the previous screen.

Otherwise, any full-rights user can go to the **Tasks** tab or the **Tasks** section of the organization’s landing page and click on the “Certify FCC Form 486 - (nickname)” task.

## FCC Form 486

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General Information	Select FRNs	Detailed Info	<b>Certification</b>	Preview
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### Billed Entity Information

Harper Valley Public Library	Billed Entity Number: 183
2500 Sunset Blvd	FCC Registration Number: 1231231234
Los Angeles, CA 66697	Applicant Type: Library
800-556-8795	
harpervpl@aaa.com	

### Certifications

I certify that the services listed on this FCC Form 486 have been, are planned to be, or are being provided to all or some of the eligible entities identified in the FCC Form 471 application(s) cited above. I certify that there are signed contracts covering all of the services listed on this FCC Form 486 except for those services provided under tariff or on a month-to-month basis. I certify that I am authorized to submit this receipt of service confirmation on behalf of the above-named Billed Entity; that I have examined this request; and that, to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

I understand that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the services receive an appropriate share of benefits from those services. I recognize that I may be audited pursuant to this application and will retain for at least ten years (or whatever retention period is required by the rules in effect at the time of this certification) after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request any and all records, including FCC Forms 479 where required, and, if audited, will make such records available to the Administrator.

### CIPA Certifications

I certify that as of the date of the start of discounted services: a. the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).

I certify that as of the date of the start of discounted services: Pursuant to the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), the recipient(s) of service represented in the Funding Request Number(s) on this Form 486: (FOR SCHOOLS and FOR LIBRARIES IN THE FIRST FUNDING YEAR FOR PURPOSES OF CIPA) is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.

I certify that as of the date of the start of discounted services: The Children's Internet Protection Act does not apply because the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 is (are) receiving discount services only for telecommunications services.

---

CANCEL	BACK	PREVIEW
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## FCC Form 486

General Information

Select FRNs

Detailed Info

**Certification**

Preview

### Billed Entity Information

Harper Valley Public Library

2500 Sunset Blvd

Los Angeles, CA 66697

800-556-8795

harpervpl@aaa.com

Billed Entity Number: 183

FCC Registration Number: 1231231234

Applicant Type: Library

### Certifications

④ Check the check box for each of the certifications in the "Certifications" section

- I certify that the services listed on this FCC Form 486 have been, are planned to be, or are being provided to all or some of the eligible entities identified in the FCC Form 471 application(s) cited above. I certify that there are signed contracts covering all of the services listed on this FCC Form 486 except for those services provided under tariff or on a month-to-month basis. I certify that I am authorized to submit this receipt of service confirmation on behalf of the above-named Billed Entity; that I have examined this request; and that, to the best of my knowledge, information, and belief, all statements of fact contained herein are true.
- I understand that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the services receive an appropriate share of benefits from those services. I recognize that I may be audited pursuant to this application and will retain for at least ten years (or whatever retention period is required by the rules in effect at the time of this certification) after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request any and all records, including FCC Forms 479 where required, and, if audited, will make such records available to the Administrator.

### CIPA Certifications

- I certify that as of the date of the start of discounted services: a. the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).
- I certify that as of the date of the start of discounted services: Pursuant to the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), the recipient(s) of service represented in the Funding Request Number(s) on this Form 486: (FOR SCHOOLS and FOR LIBRARIES IN THE FIRST FUNDING YEAR FOR PURPOSES OF CIPA) is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.
- I certify that as of the date of the start of discounted services: The Children's Internet Protection Act does not apply because the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 is (are) receiving discount services only for telecommunications services.

CANCEL

BACK

PREVIEW

⑤ Select the appropriate CIPA certification in the “CIPA Certifications” section

**Words of Caution:** Read the CIPA certifications carefully and make sure you choose the correct one. There are three options:

- Choose option 1 if your organization is CIPA compliant (**most common**)
- Choose option 2 if this is your organization’s first year applying E-Rate and you are working towards becoming CIPA compliant
- Choose option 3 if you are only applying for Telecommunications Services and do not need to comply with CIPA

### FCC Form 486

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General Information      Select FRNs      Detailed Info      **Certification**      Preview

#### Billed Entity Information

Harper Valley Public Library	Billed Entity Number: 183
2500 Sunset Blvd	FCC Registration Number: 1231231234
Los Angeles, CA 66697	Applicant Type: Library
800-556-8795	
harpervpl@aaa.com	

#### Certifications

I certify that the services listed on this FCC Form 486 have been, are planned to be, or are being provided to all or some of the eligible entities identified in the FCC Form 471 application(s) cited above. I certify that there are signed contracts covering all of the services listed on this FCC Form 486 except for those services provided under tariff or on a month-to-month basis. I certify that I am authorized to submit this receipt of service confirmation on behalf of the above-named Billed Entity; that I have examined this request; and that, to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

I understand that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the services receive an appropriate share of benefits from those services. I recognize that I may be audited pursuant to this application and will retain for at least ten years (or whatever retention period is required by the rules in effect at the time of this certification) after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request any and all records, including FCC Forms 479 where required, and, if audited, will make such records available to the Administrator.

#### CIPA Certifications

I certify that as of the date of the start of discounted services: a. the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).

I certify that as of the date of the start of discounted services: Pursuant to the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486: (FOR SCHOOLS and FOR LIBRARIES IN THE FIRST FUNDING YEAR FOR PURPOSES OF CIPA) is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.

I certify that as of the date of the start of discounted services: The Children's Internet Protection Act does not apply because the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 is (are) receiving discount services only for telecommunications services.

---

## FCC Form 486

General Information

Select FRNs

Detailed Info

**Certification**

Preview

### Billed Entity Information

Harper Valley Public Library

2500 Sunset Blvd

Los Angeles, CA 66697

800-556-8795

harpervpl@aaa.com

Billed Entity Number: 183

FCC Registration Number: 1231231234

Applicant Type: Library

### Certifications

- I certify that the services listed on this FCC Form 486 have been, are planned to be, or are being provided to all or some of the eligible entities identified in the FCC Form 471 application(s) cited above. I certify that there are signed contracts covering all of the services listed on this FCC Form 486 except for those services provided under tariff or on a month-to-month basis. I certify that I am authorized to submit this receipt of service confirmation on behalf of the above-named Billed Entity; that I have examined this request; and that, to the best of my knowledge, information, and belief, all statements of fact contained herein are true.
- I understand that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the services receive an appropriate share of benefits from those services. I recognize that I may be audited pursuant to this application and will retain for at least ten years (or whatever retention period is required by the rules in effect at the time of this certification) after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request any and all records, including FCC Forms 479 where required, and, if audited, will make such records available to the Administrator.

### CIPA Certifications

- I certify that as of the date of the start of discounted services: a. the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).
- I certify that as of the date of the start of discounted services: Pursuant to the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), the recipient(s) of service represented in the Funding Request Number(s) on this Form 486: (FOR SCHOOLS and FOR LIBRARIES IN THE FIRST FUNDING YEAR FOR PURPOSES OF CIPA) is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.
- I certify that as of the date of the start of discounted services: The Children's Internet Protection Act does not apply because the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 is (are) receiving discount services only for telecommunications services.

CANCEL

BACK

PREVIEW

⑥ Click on the "PREVIEW" button

# Form 486 Section Five: Preview

*Next, you will preview and certify the form.*



At the bottom of the page, you will see two buttons: “PRINT PREVIEW” and “CERTIFY”

① Click on the “PRINT PREVIEW” button and follow the instructions in the popup window to review and print a copy of your form

② Then click on the “CERTIFY” button to certify your form

### FCC Form 486

General Information    Select FRNs    Detailed Info    Certification    **Preview**

#### Form Details

**Nickname** My Form 486 FRN 123456789      **Funding Year** 2019

#### Billed Entity Information

Harper Valley Public Library      Billed Entity Number: 183  
2500 Sunset Blvd      FCC Registration Number: 1231231234  
Los Angeles, CA 66697      Applicant Type: Library  
800-556-8795  
harpervpl@aaa.com

#### ▼ Main Contact

**Name** Harper Library Full Rights      **Email** harperlibrary.full@mailinator.com  
**Phone Number** 555-555-5555

#### Service Information

FRN	Application Number	FRN Nickname	SPIN	Service Provider	Service Start Date	Actual Service Start Date
1-054	1-062	Internet Access	240000001	USAC Service Provider Firm 7	7/1/2019	7/1/2019

#### Certifications

I certify that the services listed on this FCC Form 486 have been, are planned to be, or are being provided to all or some of the eligible entities identified in the FCC Form 471 application(s) cited above. I certify that there are signed contracts covering all of the services listed on this FCC Form 486 except for those services provided under tariff or on a month-to-month basis. I certify that I am authorized to submit this receipt of service confirmation on behalf of the above-named Billed Entity; that I have examined this request; and that, to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

I understand that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the services receive an appropriate share of benefits from those services. I recognize that I may be audited pursuant to this application and will retain for at least ten years (or whatever retention period is required by the rules in effect at the time of this certification) after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request any and all records, including FCC Forms 479 where required, and, if audited, will make such records available to the Administrator.

I certify that as of the date of the start of discounted services: a. the recipient(s) of service represented in the Funding Request Number(s) on this FCC Form 486 has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).

①      ②

False statements on this form may result in civil liability and/or criminal prosecution. To electronically sign and certify this form, click "Yes" below. To affirm that you (1) understand the statements above and (2) represent the entity featured, and have the authority to make the certifications, on this form, click "Yes" below.

---

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

*Once you certify your form, a “Certifier Information” page will display, verifying that the form was certified.*

*You can also print a copy of the form from this page.*

## Certifier Information

**You have successfully filed FCC Form 486 #1538 for FY 2019**

[Click here to view and print the FCC Form 486](#)

### Certification Date

3/28/2019 1:36 PM EDT

### Authorized Person

**Name** Harper Library Full Rights

**Title** Full Rights

**Employer** Harper Valley Public Library

**Address** 2500 Sunset Blvd  
Los Angeles, CA 66697

**Phone** 555-555-5555

**Email** harperlibrary.full@mailinator.com

# Wrapping Up



*Once a Form 486 is filed, it will appear twice in the **Notifications** section on the organization's landing page:*

- 1. FCC Form 486 Certification: notification that the form has been certified by the applicant*
- 2. FCC Form 486 Notification Letter: notification that the form has been reviewed and approved by USAC*

## To view the FCC Form 486 Certification:

① Use the “Notification Type” drop down menu on the landing page to select “FCC Form 486 Certification”

② Then use the “Funding Year” drop down menu to select the year

**Notifications**

Notification Type: FCC Form 486 Certification


Funding Year: 2019

Status:  All  
 Generated  
 Not Generated

Notification	Description	Issued Date	Generated By	Generated On	
<input type="checkbox"/> FCC Form 486 Certification	FCC Form 486 - 1538	3/28/2019	EPC System	3/28/2019 1:36 PM EDT	<a href="#">View Notification</a>

③ Click on the “View Notification” link to be taken to the notification in the organization’s **News** feed

*In the **News** section, applicants will see the notification that the Form 486 was certified*



**E-rate Productivity Center** Harper Valley Public Library's FCC Form 486 - 1538 for Funding Year 2019 was succesfully certified on 3/28/2019.

[My Form 486 FRN 1234...](#) [#183 - Harper Valley P...](#)

1 minute ago ☆ 🔒 Comment More Info ▾


## To view the FCC Form 486 Notification Letter:






- ① Use the “Notification Type” drop down menu on the landing page to select “FCC Form 486 Notification Letter”

**Notifications**

Notification Type:

Funding Year:

Status   All  
 Generated  
 Not Generated

	Notification	Description	Issued Date	Generated By	Generated On	
	FCC Form 486 Notification Letter	FCC Form 486 - 1538	3/28/2019	EPC System	3/28/2019 1:40 PM EDT	<a href="#">View Notification</a>
	FCC Form 486 Notification Letter	FCC Form 486 - 1028	7/25/2017	EPC System	7/25/2017 9:24 AM EDT	<a href="#">View Notification</a>
	FCC Form 486 Notification Letter	FCC Form 486 - 1024	7/24/2017	EPC System	7/24/2017 6:45 PM EDT	<a href="#">View Notification</a>
	FCC Form 486 Notification Letter	FCC Form 486 - 786	3/21/2017	EPC System	3/21/2017 8:27 AM EDT	<a href="#">View Notification</a>
	FCC Form 486 Notification Letter	FCC Form 486 - 426	12/16/2016	EPC System	12/16/2016 10:25 AM EST	<a href="#">View Notification</a>

5 items

- ② Click on the “View Notification” link to be taken to the notification in the organization’s **News** feed

# Wrapping Up



**E-rate Productivity Center** USAC has received and reviewed FCC Forms 486 containing Funding Request Numbers (FRNs) included in the attached files. You may receive additional FCC Form 486 notifications about funding requests that you identified in other FCC Forms 486. Each service provider included on the FCC Form 486 Notification Letter will also be provided with the information in this notification.

Please read the attached FCC Form 486 Notification Letter and corresponding Excel file for important information about any changes made to the form and/or the FRNs.

#### NEXT STEPS

- If not determined already, we recommend applicants and service providers discuss invoicing options, and ensure that both parties are familiar with the invoice deadline date.
- Applicants have the option of receiving a bill from service providers for any non-discounted portion, as stated in program rules. Program rules also require participants to maintain documentation for at least 10 years after the last day of the applicable funding year or the [...More](#)



Harper Valley Public Library FCC Form 486 Notification Letter  
PDF 15 KB



FCC Form 486 - 1538 - My Form 486 FRN 123456789  
XLSX 4 KB

#183 - Harper Valley P... My Form 486 FRN 1234...

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FCC Form 486 #: 1538

Billed Entity: Harper Valley Public Library (BEN: 183)

Certification Date: Mar 28, 2019

*In the **News** section, applicants will see the short text announcement of the FCC Form 486 Notification Letter, the letter itself, and a link to the filed Form 486*

***A. The short text of the notification letter***

***B. The Form 486 Notification Letter***

*(the text link next to the picture of a document)*

***C. A link to the filed form***  
*(the name of the Form 486 in the blue bubble)*





**E-rate Productivity Center** USAC has received and reviewed FCC Forms 486 containing Funding Request Numbers (FRNs) included in the attached files. You may receive additional FCC Form 486 notifications about funding requests that you identified in other FCC Forms 486. Each service provider included on the FCC Form 486 Notification Letter will also be provided with the information in this notification.

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[Harper Valley Public Library FCC Form 486 Notification Letter](#)  
PDF 15 KB



FCC Form 486 - 1538 - My Form 486 FRN 123456789  
XLSX 4 KB

#183 - Harper Valley P... My Form 486 FRN 1234...

1 minute ago ☆ 🔒 Comment Hide Info ▲

FCC Form 486 #: 1538

Billed Entity: Harper Valley Public Library (BEN: 183)

Certification Date: Mar 28, 2019

③ Click on the text link next to the picture of a document to download the FCC Form 486 Notification Letter in PDF format



# What do I save for my files?

★ Save all records for at least 10 years from the last date of service ★

- A copy of the completed Form 486
- FCC Form 486 Notification Letter
- Documentation supporting CIPA compliance