

FCC Form 470

Approval by OMB  
3060-0806

## Schools and Libraries Universal Service Description of Services Requested and Certification Form 470

**Estimated Average Burden Hours per Response: 3 hours**

This form is designed to help you describe the eligible services you seek so that this data can be posted on the Fund Administrator Internet Site and interested service providers can identify you as a potential customer and compete to serve you.

**Please read instructions before beginning this form. (You can also file online at [www.usac.org/si](http://www.usac.org/si))**

Form 470 Application Number: 37050000940797	Applicant's Form Identifier: FY15_GCO
Application Status: CERTIFIED	Posting Date: 02/02/2012
Allowable Contract Date: 03/01/2012	Certification Received Date: 02/02/2012

### Block 1: Applicant Address and Information

**1** Name of Applicant:  
GREAT CIRCLE

**2** Funding Year: 2012 (Funding years run from July 1 through the following June 30)

**3** Entity Number: 16055238

**4a** Street Address, P.O.Box, or Route Number:  
13160 COUNTY ROAD 3610

City: ST. JAMES State: MO Zip Code: 65559-0000

**4b** Telephone Number: (573) 265-3251

**4c** Fax Number: (888) 802-6428

**5a** Eligible Entities That Will Receive Services:

Check the ONE choice in **5a** that best describes the eligible entities that will receive the services described in this form. You will then list in Item **15** the entity/entities that will pay the bills for these services.

- Individual School (individual public or non-public school)
- School District (LEA; public or non-public [e.g., diocesan] local district representing multiple schools)
- Library (including library system, library outlet/branch or library consortium as defined under LSTA)
- Consortium (intermediate service agencies, states, state networks, consortia of schools and/or libraries)
- Statewide application for (enter 2-letter state code)

representing (check all that apply)

- All public schools/districts in the state
- All non-public schools in the state
- All libraries in the state

**5b** Recipient(s) of Services - Check all that apply:

- Private  Public  Charter
- Tribal  Head Start  State Agency

**5c** Number of eligible entities for which services are sought: 16

### Block 1: Applicant Address and Information (continued)

**6a** Contact Person's Name:

Dan Kettwich

If the Contact Person's Street Address is the same as **Item 4a** above, check here.  If not, complete Item 6b.

**6b** Street Address, P.O.Box, or Route Number:

NOTE: USAC will use this address to mail correspondence

POB 130877

City: The Woodlands State: TX Zip Code: 77393-0877

Check the box next to your preferred mode of contact and provide your contact information. One box MUST be checked and an entry provided.

**6c** Telephone Number: (281) 465-8888

**6d** Fax Number: (888) 802-6428

**6e** E-Mail Address: GCO@adsadsi.com

Re-enter E-mail Address: GCO@adsadsi.com

**If a consultant is assisting you with your application process, please complete Item 7 below:**

**7** Consultant Name: ADS Advanced Data Services Inc.

Name of Consultant's Employer: ADS Advanced Data Services Inc.

Consultant's Street Address: P.O Box 130877

ADS Advanced Data Services Inc.

City: The Woodlands State: TX Zip Code: 77383

Consultant's Telephone Number: (888) 465-8820 Ext.

Consultant's Fax Number: (888) 465-8820

Consultant's E-mail Address: cs@adsadsi.com

Re-enter E-mail Address: cs@adsadsi.com

Consultant Registration Number: 16049151

<b>Entity Number: 16055238</b>		<b>Applicant's Form Identifier: FY15_GCO</b>	
<b>Contact Person: Dan Kettwich</b>		<b>Phone Number: (281) 465-8888</b>	
<b>Block 2: Summary Description of Needs or Services Requested</b>			
<b>8 Telecommunication Services</b>			
<p><i>If you check YES to indicate you have a Request for Proposals (RFP) that specifies the services you are seeking, your RFP must be available to all interested bidders for at least 28 days. If your RFP is not available to all interested bidders, or if you check NO and you have or intend to have an RFP, you risk denial of your funding requests.</i></p>			
<p><b>a</b> <input type="checkbox"/> YES, I have released or intend to release an RFP for these services. It is available or will become available on the Internet at:                  or via (check one)      <input type="checkbox"/> the contact person in Item 6 or      <input type="checkbox"/> the contact person listed in Item 12</p> <p>Your RFP Identifier:</p>			
<p><b>b</b> <input checked="" type="checkbox"/> NO, I have not released and do not intend to release an RFP for these services.</p>			
<b>Service</b>	<b>Quantity and/or Capacity</b>		
Telephone Service	Up to 125 POTs Lines		
Telephone Service	Up to 25 Centrex Lines		
Telephone Service	Switched Long Distance for up to 150 lines of Service		
Telephone Service	Up to 10 Dedicated LD T1s or PRI (fractional considered)		
Telephone Service	Up to 10 Switched or Dedicated 800 toll free service plans		
Telephone Service Components	Up to 1000 DIDs		
Telephone Service Components	Text Messaging		
Telephone Service Components	Directory Service		
Digital Transmission Service # 1	Up to 8 exist WAN Ckts (min T1(1.544M)max1Gbps)w/ option for MPLS/similar (T1/DS3/Ethernet/Fiber/similar)for ENs: 16063163, 16063164, 6063165, 6063168, 6063171, 16063174, 16063175, 16063176 Include opt lower bndwdth w MIS. Ethernet Handoff		
Digital Transmission Service # 2	Up to 2 new WAN Ckts (30Mbps)w/ option for MPLS/similar (T1/DS3/Ethernet/Fiber/similar)for ENs:16063566 and 16063568 - installation address unknown - w/ Managed Service options and required CPE to provide an Ethernet connection/handoff		
Digital Transmission Service # 3	4 existing WAN Ckts (30Mbps) w/ option for MPLS/similar (T1/DS3/Ethernet/Fiber/similar) - under contract, ENs: 231466, 231467, 74044, and 16055239, w/ Managed Service options and required CPE to provide an Ethernet connection/handoff		
Digital Transmission Service # 4	1 existing WAN Circuits (10.5Mbps) with option for MPLS or similar (T1/DS3/Ethernet/Fiber or similar) - under contract, EN: 16053562, with Managed Service options and required CPE to provide an Ethernet connection / hand off		
Digital Transmission Service # 5	1 existing WAN Circuits (50Mbps) with option for MPLS or similar (T1/DS3/Ethernet/Fiber or similar) - under contract, EN: 76132, with Managed Service options and required CPE to provide an Ethernet connection / hand off		
Digital Transmission Service # 6	1 existing WAN Circuits (up to 1 Gbps) with option for MPLS or similar (T1/DS3/Ethernet/Fiber or similar), EN: 160663177, with Managed Service options and required CPE to provide an Ethernet connection / hand off		
Digital Transmission Service # 7	Up to 10 new WAN Circuits for growth (min T1(1.544 M) max 1Gbps) w/ option for MPLS/similar (T1/DS3/Ethernet/Fiber/similar) - installation address unknown - w/ Managed Service options and required CPE to provide Ethernet connection/handoff		
Digital Transmission Service # 8	Distance Learning/Video Conferencing for up to 1Gbps Bandwidth to each location		
Telephone Service	Existing Wireless/Cellular Data (optional tethering) and Text Plans for up to 250 lines with up to 1K minutes per line and minutes must be pooled		
<b>9 Internet Access</b>			
<p><i>If you check YES to indicate you have a Request for Proposals (RFP) that specifies the services you are seeking, your RFP must be available to all interested bidders for at least 28 days. If your RFP is not available to all interested bidders, or if you check NO and you have or intend to have an RFP, you risk denial of your funding requests.</i></p>			
<p><b>a</b> <input type="checkbox"/> YES, I have released or intend to release an RFP for these services. It is available or will become available on the Internet at:                  or via (check one)      <input type="checkbox"/> the contact person in Item 6 or      <input type="checkbox"/> the contact person listed in Item 12</p> <p>Your RFP Identifier:</p>			
<p><b>b</b> <input checked="" type="checkbox"/> NO, I have not released and do not intend to release an RFP for these services.</p>			
<p>Whether you check YES or NO, you must list below the Internet Access services you seek. Specify each service (e.g., monthly Internet service) and quantity and/or capacity (e.g., for 500 users).</p>			
<b>Service</b>	<b>Quantity and/or Capacity</b>		
Internet Access	Internet Access for up to 18 locations (all ENs on this application plus some growth) - up to 1Gbps circuits (T1/DS3/Ethernet/Fiber or similar) with optional Firewall Service		
Internet Access	New Internet Access for up to 8 DSL or Cable Modems, 256Kbps minimum, ENs: 16063163, 16063164, 6063165, 6063168, 6063171, 16063174, 16063175, 16063176		
Internet Access	Existing Internet Access for 1 50Mbps connection with optional Firewall service, EN: 76132		
Internet Access	Existing Wireless/Cellular Data (optional tethering) and Text Plans for up to 250 lines with up to 1K minutes per line and minutes must be pooled		
Internet Access	DIA for Wireless PC/MIA or USB for laptop connectivity		
Distance Learning and Video Conferencing	Up to 1Gbps of bandwidth to each location		

<b>Entity Number: 16055238</b>	<b>Applicant's Form Identifier: FY15_GCO</b>										
<b>Contact Person: Dan Kettwich</b>	<b>Phone Number: (281) 465-8888</b>										
<b>10 Internal Connections Other Than Basic Maintenance</b>											
<i>If you check YES to indicate you have a Request for Proposals (RFP) that specifies the services you are seeking, your RFP must be available to all interested bidders for at least 28 days. If your RFP is not available to all interested bidders, or if you check NO and you have or intend to have an RFP, you risk denial of your funding requests.</i>											
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<p><b>b</b> <input type="checkbox"/> NO, I have not released and do not intend to release an RFP for these services.</p> <p>Whether you check YES or NO, you must list below the Internal Connections services you seek. Specify each service (e.g., a router, hub and cabling) and quantity and/or capacity (e.g., connecting 1 classroom of 30 students).</p>											
<b>11 Basic Maintenance of Internal Connections</b>											
<i>If you check YES to indicate you have a Request for Proposals (RFP) that specifies the services you are seeking, your RFP must be available to all interested bidders for at least 28 days. If your RFP is not available to all interested bidders, or if you check NO and you have or intend to have an RFP, you risk denial of your funding requests.</i>											
<p><b>a</b> <input checked="" type="checkbox"/> YES, I have released or intend to release an RFP for these services. It is available or will become available on the Internet at: <a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a>          or via (check one)      <input type="checkbox"/> the contact person in Item 6 or      <input type="checkbox"/> the contact person listed in Item 12</p> <p>Your RFP Identifier:</p>											
<p><b>b</b> <input type="checkbox"/> NO, I have not released and do not intend to release an RFP for these services.</p> <p>Whether you check YES or NO, you must list below the Basic Maintenance services you seek. Specify each service (e.g., basic maintenance of routers) and quantity and/or capacity (e.g., for 10 routers).</p>											
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:20%;">Service</th> <th>Quantity and/or Capacity</th> </tr> </thead> <tbody> <tr> <td>Phone Systems</td> <td><a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a></td> </tr> <tr> <td>Network Equipment</td> <td><a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a></td> </tr> <tr> <td>Server</td> <td><a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a></td> </tr> <tr> <td>Video Conferencing</td> <td><a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a></td> </tr> </tbody> </table>		Service	Quantity and/or Capacity	Phone Systems	<a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a>	Network Equipment	<a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a>	Server	<a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a>	Video Conferencing	<a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a>
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Video Conferencing	<a href="http://adsadsi.com/rfp15/gco15.pdf">http://adsadsi.com/rfp15/gco15.pdf</a>										

<b>Entity Number: 16055238</b>	<b>Applicant's Form Identifier: FY15_GCO</b>
<b>Contact Person: Dan Kettwich</b>	<b>Phone Number: (281) 465-8888</b>
<p><b>12 (Optional)</b> Please name the person on your staff or project who can provide additional technical details or answer specific questions from service providers about the services you are seeking. This person does not need to be the contact person(s) listed in Item 6 nor the Authorized Person who signs this form.</p> <p>Name:</p> <p>Title:</p> <p>Telephone Number:</p> <p>Fax Number:</p> <p>Email Address:</p> <p>Re-enter E-mail Address:</p>	
<p><b>13</b> <input checked="" type="checkbox"/> Check this box if there are any restrictions imposed by state or local laws or regulations on how or when service providers may contact you or on other bidding procedures. Please describe below any such restrictions or procedures and/or provide an Internet address where they are posted and a contact name and telephone number.</p> <p><input type="checkbox"/> Check this box if no state and local procurement/competitive bidding requirements apply to the procurement of services sought on this Form 470. If you are requesting services for a funding year for which a Form 470 cannot yet be filed online, include that information here.</p> <p>Bidders must follow all applicable state, local rules, regulations and laws regarding RFP's, the bid process, and procurement. Multi-year contracts and/or contracts with voluntary extensions are preferred and sought - please propose these options if your company ability to do so. Vendor shall invoice Great Circle for services at Great Circle's Discounted Rate prior to a Funding Commitment Decision Letter being issued by USAC.</p>	

**Block 3:**

14. [Reserved]

<b>Entity Number: 16055238</b>	<b>Applicant's Form Identifier: FY15_GCO</b>																																		
<b>Contact Person: Dan Kettwich</b>	<b>Contact Phone Number: (281) 465-8888</b>																																		
<b>Block 4: Recipients of Service</b>																																			
<p><b>15 Billed Entities</b></p> <p>List the entity/entities that will be paying the bills directly to the provider for the services requested in this form. These are known as Billed Entities. At least one line of this item must be completed. If a Billed Entity cited on your Form 471 is not listed below, funding may be denied for the funding requests associated with this Form 470. Attach additional pages if needed.</p> <table border="1"> <thead> <tr> <th>Entity Number</th> <th>Entity Name</th> </tr> </thead> <tbody> <tr><td>16055238</td><td>GREAT CIRCLE</td></tr> <tr><td>231467</td><td>BGTM SPRINGFIELD</td></tr> <tr><td>16063176</td><td>GREAT CIRCLE-COL-04</td></tr> <tr><td>16063174</td><td>GREAT CIRCLE-COL-02</td></tr> <tr><td>16063163</td><td>GREAT CIRCLE-SPF-02</td></tr> <tr><td>16063168</td><td>GREAT CIRCLE-SPF-05</td></tr> <tr><td>16063175</td><td>GREAT CIRCLE-COL-03</td></tr> <tr><td>16063164</td><td>GREAT CIRCLE-SPF-03</td></tr> <tr><td>16063171</td><td>GREAT CIRCLE-SPF-06</td></tr> <tr><td>231466</td><td>BGTM ST LOUIS</td></tr> <tr><td>16055239</td><td>BGTM COLUMBIA</td></tr> <tr><td>76132</td><td>BGTM ST JAMES</td></tr> <tr><td>16053562</td><td>BGTM JEFFERSON</td></tr> <tr><td>74044</td><td>BGTM ECC</td></tr> <tr><td>16063165</td><td>GREAT CIRCLE-SPF-04</td></tr> <tr><td>16063177</td><td>GREAT CIRCLE-WSL</td></tr> </tbody> </table>		Entity Number	Entity Name	16055238	GREAT CIRCLE	231467	BGTM SPRINGFIELD	16063176	GREAT CIRCLE-COL-04	16063174	GREAT CIRCLE-COL-02	16063163	GREAT CIRCLE-SPF-02	16063168	GREAT CIRCLE-SPF-05	16063175	GREAT CIRCLE-COL-03	16063164	GREAT CIRCLE-SPF-03	16063171	GREAT CIRCLE-SPF-06	231466	BGTM ST LOUIS	16055239	BGTM COLUMBIA	76132	BGTM ST JAMES	16053562	BGTM JEFFERSON	74044	BGTM ECC	16063165	GREAT CIRCLE-SPF-04	16063177	GREAT CIRCLE-WSL
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<b>Contact Person: Dan Kettwich</b>	<b>Contact Phone Number: (281) 465-8888</b>
<b>Block 5: Certifications and Signature</b>	
<b>16</b>	<p>I certify that the applicant includes: (Check one or both.)</p> <p><b>a</b> <input checked="" type="checkbox"/> schools under the statutory definitions of elementary and secondary schools found in the <b>No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801 (18) and (38)</b>, that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million; and/or</p> <p><b>b</b> <input type="checkbox"/> libraries or library consortia eligible for assistance from a State library administrative agency under the Library Services and Technology Act of 1996 that do not operate as for-profit businesses and whose budgets are completely separate from any schools (including, but not limited to elementary and secondary schools, colleges, and universities).</p>
<b>17</b>	<p><input checked="" type="checkbox"/> I certify that, if required by Commission rules, all of the individual schools and libraries receiving services under this form are covered by technology plans that do or will cover all 12 months of the funding year, and that have been or will be approved by a state or other authorized body, or an SLD-certified technology plan approver, prior to the commencement of service.</p> <p><input type="checkbox"/> Or I certify that no technology plan is required by Commission rules.</p>
<b>18</b>	<p><input checked="" type="checkbox"/> I certify that I will post my Form 470 and (if applicable) make my RFP available for at least 28 days before considering all bids received and selecting a service provider. I certify that all bids submitted will be carefully considered and the bid selected will be for the most cost-effective service or equipment offering, with price being the primary factor, and will be the most cost-effective means of meeting educational needs and technology plan goals.</p>
<b>19</b>	<p><input checked="" type="checkbox"/> I certify that I will retain required documents for a period of at least five years after the last day of service delivered. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the form for, receipt of, and delivery of services receiving schools and libraries discounts. I acknowledge that I may be audited pursuant to participation in the schools and libraries program.</p>
<b>20</b>	<p><input checked="" type="checkbox"/> I certify that the services the applicant purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes and will not be sold, resold or transferred in consideration for money or any other thing of value, except as permitted by the Commission's rules at 47 C.F.R. §§ 54.500, 54.513. Additionally, I certify that the entity or entities listed on this form have not received anything of value or a promise of anything of value, other than services and equipment sought by means of this form, from the service provider, or any representative or agent thereof or any consultant in connection with this request for services.</p>
<b>21</b>	<p><input checked="" type="checkbox"/> I acknowledge that support under this support mechanism is conditional upon the school(s) and/or library(ies) I represent securing access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that I have considered what financial resources should be available to cover these costs.</p>

<b>22</b>	<input checked="" type="checkbox"/>	I certify that I am authorized to procure eligible services for the eligible entity(ies). I certify that I am authorized to submit this request on behalf of the eligible entity (ies) listed on this form, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.
<b>23</b>	<input checked="" type="checkbox"/>	I certify that I have reviewed all applicable FCC, state, and local procurement/competitive bidding requirements and that I have complied with them. I acknowledge that persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001.
<b>24</b>	<input checked="" type="checkbox"/>	I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the schools and libraries support mechanism are subject to suspension and debarment from the program.
<b>Entity Number: 16055238</b>		<b>Applicant's Form Identifier: FY15_GCO</b>
<b>Contact Person: Dan Kettwich</b>		<b>Contact Phone Number: (281) 465-8888</b>
<b>25</b>	Signature of authorized person: <input checked="" type="checkbox"/>	<b>26</b> Date: 02/02/2012
<p><b>27a</b> Printed name of authorized person: Dan Kettwich</p> <p><b>27b</b> Title or position of authorized person: E-Rate Manager</p> <p><input type="checkbox"/> Check here if the consultant in Item 7 is the Authorized Person.</p> <p><b>27c</b> Street Address, P.O. Box, Route Number, City, State, Zip Code: POB 130877  City: The Woodlands State: TX Zip Code: 77393-0877</p> <p><b>27d</b> Telephone Number of Authorized Person: (281) 465-8888</p> <p><b>27e</b> Fax Number of Authorized Person: (888) 802-6428</p> <p><b>27f</b> E-mail Address of Authorized Person: GCO@adsadsi.com  Re-enter E-mail Address: GCO@adsadsi.com</p> <p><b>27g</b> Name of Authorized Person's Employer: ADS</p>		
<p><b>Service provider involvement with preparation or certification of a Form 470 can taint the competitive bidding process and result in the denial of funding requests. For more information, refer to the Schools and Libraries area of the USAC web site at <a href="http://www.usac.org/si">www.usac.org/si</a> or call the SLD Client Service Bureau at 1-888-203-8100.</b></p>		

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<b>Contact Person: Dan Kettwich</b>	<b>Phone Number: (281) 465-8888</b>
<p><b>NOTICE:</b> In accordance with Section 54.504 of the Federal Communications Commission's rules, certain schools and libraries ordering services that are eligible for and seeking universal service discounts must file this Description of Services Requested and Certification Form (FCC Form 470) with the Universal Service Administrator. 47 C.F.R. § 54.504 (b). The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended. 47 U.S.C. § 254. The data in the report will be used to ensure that schools and libraries comply with the competitive bidding requirement contained in 47 C.F.R. § 54.504. Schools and libraries must file this form themselves or as part of a consortium.</p> <p>An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.</p> <p>The FCC is authorized under the Communications Act of 1934, as amended, to collect the information we request in this form. We will use the information you provide to determine whether approving this application is in the public interest. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, your application may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information in your application may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, information provided in or submitted with this form or in response to subsequent inquiries may also be subject to disclosure consistent with the Communications Act of 1934, FCC regulations, the Freedom of Information Act, 5 U.S.C. § 552, or other applicable law.</p> <p>If you owe a past due debt to the federal government, the information you provide may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized.</p> <p>If you do not provide the information we request on the form, the FCC may delay processing of your application or may return your form without action.</p> <p>The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, <i>et seq.</i></p> <p>Public reporting burden for this collection of information is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, DC 20554.</p>	

Please submit this form to:

**SLD-Form 470  
P.O. Box 7026  
Lawrence, Kansas 66044-7026  
1-888-203-8100**

For express delivery services or U.S. Postal Service, Return Receipt Requested, mail this form to:

**SLD Forms  
ATTN: SLD Form 470  
3833 Greenway Drive  
Lawrence, Kansas 66046  
1-888-203-8100**

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