



Holy Hill Area School District

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**Central Office
Administration:**

Tara Villalobos
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Director of Pupil Services

February 25, 2019

The Holy Hill Area School District is requesting a waiver to still file the 2018-2019 Erate Form 471, 486 and 498. The reason we are requesting this waiver is because the district was newly formed on July 1, 2018 following the consolidation of the Friess Lake and Richfield School Districts. Our purchased service IT individual who was responsible for filing our district for Erate attempted to file the Form 471 in March, 2018. He was met with issues since the system wasn't fully acknowledging the new district that wouldn't start for several more months. This caused his filing to be late. He shortly after stopped working for us and failed to tell us that the applications were not completed and certified. I just became aware of this. If we can be allowed to finish the incomplete 2018-2019 Form 470, we will do that immediately as well as the 486 and 498. Thank you very much for your consideration.

Sincerely,

Denise Howe
Business Manager