To: Whom it May Concern

From: Cindy Buckmaster

Elk City Public Schools

Date: 02/28/2018

We would like to request an invoice extension for the the following FRN’s : 1699133375 and 1699132763. We had previously obtained and automatic extension which expired on 02/27/2018. The equipment funded by these FRN’s was to be installed in a new building which was in the final phases of construction. The provider for this equipment only recently was able to complete the installation and billing. We now have complete invoices available and are ready to submit them for payment. We realize that we have missed the deadline but the delay in construction completion was unavoidable. Thank you for any help that you may be able to offer in this matter.

Sincerely,

Cindy Buckmaster

Elk City Public Schools