

Filing an FCC Appeal

How to file an appeal with the FCC



Description

Parties seeking a waiver of FCC rules (i.e., late payment fees, waiver of FCC form 499 deadlines, and/or late filing fee waiver requests) should file an appeal directly with the FCC. USAC is not permitted by the FCC to waive form deadlines or credit late filing fees and/or late payment penalties **unless** USAC has made an error.

Parties seeking to appeal a USAC decision must first file an appeal with USAC, in order to seek review of the USAC decision before filing an appeal with the FCC. Once a decision has been made on a USAC appeal, a party may appeal USAC's decision to the FCC.

Instructions

1. **Gather Appeal Information.** You will be preparing a document to submit to the FCC. The following information must be included in the letter of appeal:

- * Reference FCC Docket Number for Contributions: WC Docket 06-122
- * Applicant or service provider who is filing the appeal (i.e., 499 ID)
- * Contact information of the person who can discuss the appeal with FCC in detail
 - Include name, address, telephone number, and email address
- * Supporting documentation such as forms and previous correspondence
- * Identify a problem and the reason for the appeal
- * Explain precisely the relief sought through this appeal, including dollar amount, if appropriate.

2. **Submit Appeal to the FCC**

The FCC recommends filing appeals with the Electronic Comment Filing System (ECFS) [online](#).

At the prompt 'Proceeding(s)' please enter "06-122" until the drop down box returns the option in blue; select it and the field will be populated:

Submit a Filing



FILING



REVIEW



CONFIRMATION

Proceeding(s)	06-122
Name(s) of Filer(s)	06-122 In the Matter of Universal Service Contribution Methodology Federal-State Joint Board on Universal Service 1998 Biennial Regulatory Re

Using the information from your appeal letter (step 1), fill in the required fields on the screen with details pertaining to the appeal.

The field "Type of Filing" is not required, but we recommend populating the field with the type of "Appeal" by using the down arrow at the right hand side of the data entry box.

Please note: the three fields "File Number," "Report Number," and "Bureau ID Number" included in the online entry form are not applicable/required for contributor appeals.

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At the bottom of the online entry form is a box prompting the user to upload files. Click on the box to upload your document containing the appeal letter:

Upload Documents

Click or drop files here: PDF, text, ppt, pptx, docx, xlsx, doc, xls, rtf, ppt, pptx, dwg
(overall file(s) max size: 25 MB per submission) (max number of files: 5)

Detailed instructions for using ECFS can be found in the [ECFS Online Manual](#) on the FCC's website.

3. Review and Submit

If you would like an email confirmation of the appeal submission, check the box for 'Email Confirmation.'

Once you have uploaded all documents for your appeal, click the button to 'Continue to Review Screen.'

The review screen will provide the filer an opportunity to review the details entered for the appeal. If correct, click the 'Submit' button. If the appeal was successfully submitted, you'll receive a confirmation online.

4. Send a Copy to USAC

Please send a copy of your appeal to USAC at CustomerSupport@usac.org.

For more information about submitting appeals to the FCC, including options to submit the appeal via U.S. mail or hand delivery, visit the [FCC's website](#).

See [Sections 54.719-54.725](#) of the FCC's rules for further information regarding filing an appeal.