



October 23, 2017

To Whom It May Concern:

I am applying for a window waiver for Category 2 funding for form 471. It is my first time applying for Erate funds, and although I completed everything on May 11, 2017, I didn't certify it on-line correctly. Please consider waiving the deadline. I have included the Comcast service order dated 5/11/17.

Do not hesitate to contact me should you need additional information. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Betsy Osterhaus Hand".

Betsy Osterhaus Hand
Principal

COMCAST
BUSINESS

BUSINESS CLASS SERVICE ORDER AGREEMENT

Account Name: St. Ambrose of Woodbury Catholic School

WB ID#: 0011885

CUSTOMER INFORMATION (Service Location)

| | | | |
|----------------------------------|---------------------|----------------------------|---|
| Address 1 | 4125 Woodbury Drive | City | Saint Paul |
| Address 2 | | State | Minnesota |
| Primary Contact Name | Betsy Osterhaus | ZIP Code | 55120 |
| Business Phone | (651) 769-3013 | County | |
| Cell Phone | | Email Address | Betsy.Osterhaus-Hand@StnAmbroseofWoodbu |
| Pager Number | | Primary Fax Number | |
| Technical Contact Name | | Technical Contact On-site? | Yes |
| Technical Contact Business Phone | (651) 769-3013 | Technical Contact Email | |
| Property Manager Contact Name | | Property Mgr Phone | |

COMCAST BUSINESS CLASS SERVICES

| | | | |
|-------------------------|---|-----------------------|----|
| Business Class Voice | X | Service Term (Months) | 36 |
| Business Class Internet | | | |
| Business Class TV | | | |

COMCAST BUSINESS CLASS SERVICE DETAILS

| Business Class Voice* | | | |
|---|--------------|--------------|------------|
| VOICE SELECTIONS | Quantity | Unit Cost | Total Cost |
| Full Featured Voice Lines | | \$55.00 | \$0.00 |
| Full Featured 4+ Lines | | \$14.00 | \$0.00 |
| Mobile Lines | | \$51.00 | \$0.00 |
| Mobile 4+ Lines | | \$29.00 | \$0.00 |
| Basic Lines | | \$24.00 | \$0.00 |
| Toll Free Number | | \$10.00 | \$0.00 |
| Non-Featured Domestic Long Dist. (No. 413) | | \$2.00 | \$0.00 |
| Non-Featured Domestic Long Dist. (No. 413) | | \$2.00 | \$0.00 |
| Voice Mail Equipment Fee | | \$14.00 | \$0.00 |
| VOICE OPTIONS | | Quantity (X) | Unit Cost |
| Unlimited | | | \$0.00 |
| Auto-Attendant* | | | |
| *Voice Mail & options are available in all markets. | | | |
| Business Class Internet* | | | |
| INTERNET SELECTIONS | Quantity (X) | Unit Cost | Total Cost |
| Dial-Up Connect | | | |
| Starter | | | |
| Provision | | | |
| Unlimited 2G | | | |
| Unlimited 5G | | | |
| Unlimited 15 | X | \$166.95 | |
| Unlimited 150 | | | |
| Unlimited 512 | | | |
| Business Unlimited 500 | | | |
| Business Unlimited 1G | | | |
| Internet Equipment Fee | X | \$14.00 | |
| INTERNET OPTIONS | | Quantity (X) | Unit Cost |
| Static IP - 1 | | | |
| Static IP - 5 | X | \$24.00 | |
| Static IP - 10 | | | |
| Static IP - 15 | | | |
| Static IP - 20 | | | |
| Static IP - 25 | | | |
| Static IP - 30 | | | |
| Static IP - 35 | | | |
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| Static IP - 1470 | | | |

COMCAST
BUSINESS

BUSINESS CLASS SERVICE ORDER AGREEMENT

Account Name: St. Ambrose of Woodbury Catholic School

WB ID#: 8811895

CUSTOMER BILLING INFORMATION

Billing Account Name: St. Ambrose of Woodbury Catholic School
 Billing Name (3rd Party Accounts):
 Address 1: 4125 Woodbury Drive
 Address 2:
 Billing Contact Name: Betsy Chisholm
 Tax Exempt? Yes
If yes, please provide and attach tax exemption certificate

City: Saint Paul
 State: Minnesota
 ZIP Code: 55128
 Billing Contact e-mail:
 Billing Contact Bus. Phone:
 Billing Fax Number:

AGREEMENT

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to Customer. The Agreement consists of this document ("SOA"), the standard Comcast Business Customer Terms and Conditions ("Terms and Conditions") located at <http://business.comcast.com/terms-conditions> (or any successor URL), and any other Service Orders entered under the Agreement. In the event of inconsistency among these documents, precedence will be as follows: (1) Terms and Conditions, (2) the SOA, and (3) any other Service Orders entered under the Agreement. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and Conditions. Use of the Services is also subject to the Business Accountable Use Policy located at <http://business.comcast.com/acceptable-use-policy> (or any successor URL), and the Business Privacy Policy located at <http://business.comcast.com/privacy-statement> (or any successor URL), both of which Comcast may update from time to time and become effective upon posting.

2. Each Comcast Business Service Order carries a 30 day money back guarantee. If within the first thirty (30) days following Service activation Customer is not completely satisfied, Customer may cancel the Service and Comcast will issue a refund for recurring service charges actually paid by Customer, custom installation, voice usage charges, and optional service fees excluded. In order to be eligible for the refund, Customer must return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00.

3. FOR CUSTOMERS SUBSCRIBING TO COMCAST'S BUSINESS CLASS VOICE SERVICE CUSTOMER ACKNOWLEDGES RECEIPT AND UNDERSTANDS OF THE FOLLOWING E911 NOTICE:

Comcast Business Voice Services (including Enhanced Voice Services such as Business VoiceEdge™) may have the E911 limitations specified below:

- In order for 911 calls to be properly directed to emergency services using Voice Services, Comcast must have the correct service address (see sheet address, Box and/or office number) for each telephone number and extension used by the Customer. If Voice Services are moved to a different location without Customer providing the correct information, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, emergency responders may be unable to locate the emergency on the premises, and/or Voice Services (including 911) may fail altogether. Customer is solely responsible for providing the telephone system to map each telephone number and extension to the correct location (floor and/or office numbers), and for updating the system as necessary to reflect a potential 911 caller's location on the premises, as well as subsequent moves or additions of stations within the premises.
- Voice Services uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if low battery back-up in the associated multimedia terminal adapter is not installed, fails, or is exhausted after several hours.
- Voice Services calls, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment/over failure, or another technical problem.
- Comcast only supports 911 emergency calling with Voice Services in those areas in the U.S. where Comcast can direct your company's 911 call to the appropriate PSAP in a manner consistent with applicable laws, rules, and regulations, including, without limitation, FCC rules and requirements. In an area where Comcast cannot support 911 calls, Customer will be notified before the completion of the update call. In this case, Customer must use an alternative means of accessing 911.
- Failure by Customer to make subsequent address updates, including updates to restore service address to the original registered Service Location, or failure to alert sufficient time for the Service Location update, may result in emergency services being dispatched to the incorrect Service Location.
- If the Registered Service Location provided in conjunction with the user of non-rates Comcast Equipment is deemed to be in an area Comcast cannot support for 911 calls, Customer will be notified before the completion of the update call. In this case, Customer must use an alternative means of accessing 911.
- Customers should call Comcast at 1-800-391-3030 or 1-877-701-5515 (for Customers using non-rate functionality) if they have any questions related to update a service address in the e911 system. USE OF VOICE SERVICES AFTER EXECUTION OF THIS DOCUMENT CONSTITUTES CUSTOMER ACKNOWLEDGEMENT OF THE E911 NOTICE FOR VOICE SERVICES.

4. Customer must execute a Comcast letter of Authorization ("LOA") and submit it to Comcast or Comcast's third party order entry integrator, as directed by Comcast.

5. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

6. Modifications. All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below agrees and accepts the terms and conditions.

CUSTOMER SIGNATURE

By signing below, customer agrees and accepts the Terms and Conditions of this Agreement.
 General Terms and Conditions can be found at <http://www.comcast.com/businesslegal>.

Signature: *Betsy Hand*
 Print: Betsy Hand
 Title: Principal
 Date: 5-11-17

FOR COMCAST USE ONLY

Sales Representative: Steven Urquhart
 Sales Representative Code:
 Sales Representative Name: *Daniel J Carr*
 Sales Representative e-mail: *Daniel.J.Carr*
 Order Number: 18FDA851C41B
 Contract Generating Date: 5/11/2017



IP Justification Form

Comcast conforms to the North American IP Registry (ARIN) policies regarding IP address allocation. As part of its standard service, Comcast will assign up to eight IP addresses for customer use on their local area network (LAN). Customers can use this form for initial assignments and additional augments. Comcast requires a written justification form for any IP address blocks requested so that we can demonstrate to ARIN that IP addresses allocated to Comcast, or any underlying providers, are being used efficiently.

Per ARIN guidelines (<http://www.arin.net/intro.html>), organizations will be assigned address space based on immediate utilization plus three month and six month projected utilization. Organizations must exhibit a high confidence level in their three month and six month utilization rate and supply documentation to justify the level of confidence.

If you have any questions about the IP assignment policy or process, please refer to ARIN's IP Address Assignment Policy and Procedures, and RFC 2050 that can found at <ftp://www.arin.net/rfc/rfc2050.txt>.

Please complete the following form and submit it to your Comcast sales representative.

Customer Site

| | | |
|---------------|----------------------------------|----|
| Location Name | Ambrose of Woodbury Catholic Sch | 1 |
| Street | 4125 Woodbury Drive | 2a |
| Rm/Ste/FI | | 2b |
| City/ST/Zip | Saint Paul, Minnesota 55129 | 2c |
| Phone # | 6517683013 | 2d |

Technical Contact

| | | |
|---------|----------------|----|
| Name | | 3a |
| Title | | 3b |
| Phone # | (651) 768-3013 | 3c |
| E-mail | | 3d |

4. Domain Name: _____ Note: If more than one domain, use first domain registered.
5. Do you have previously assigned addresses from Comcast? ☐ Yes ☐ No
5d. If yes, what addresses were assigned? _____
6. Number of IP addresses requested/needed within 6 months: _____ Note: If your organization already has IP space assigned, you must utilize 80% before applying for more IP space.
7. Use the following Network Table to describe your IP assignments within the next six months. **THIS IS REQUIRED.**

| IP Number | IP Address (if known) | Below, provide a description of use for each IP requested |
|-----------|-----------------------|---|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |

I verify that I am authorized to represent the organization below and that the above information is true and correct. I understand that Internet Protocol Version 4 address space is limited and that users of the Internet are responsible for conserving address space and ensuring that space is utilized efficiently.

| | | | |
|--------------|--|---------------|--------------|
| Print Name | Betsy Hand | Title | Principal |
| Organization | Saint Ambrose | Phone # (day) | 651 768 3013 |
| Email | betsy.osterhuesch-hand@stambrosewoodbury.org | Fax | 651 768 3080 |