March 29, 2019

Arlington Robinson

Berwyn Public Library

2701 S. Harlem Avenue

Berwyn, IL 60402-1371

Berwyn Public Library

BEN [135487]

FCC Registration # 0020707527

Application # [191041596](https://portal.usac.org/suite/tempo/records/item/lQBDUvg2DtnG8p1r6BQySZDsxwy5eQUcaOkqOOv29oh9dnIQ7c9knr07j-9jJrMPw3Ap9RdkTVMB0NMwIB2a8ItMadgj9DVKOYbGi8cV1rSYH5hh_0/view/summary)

To Whom It May Concern:

I recently spoke with our service provider and was misinformed regarding my contract, the 470 & 471 filing process. This was a bit confusing which resulted in a slight 2 day delay with the filing of the 471 form.

As I continue to learn and become more familiar with USAC, E-Rate & the Schools and Libraries programs, I recently discovered that we missed the application form 471 deadline of March 27, 2019. I’m asking that you accept this letter as the waiver form [Docket No. 02-6] in order for us to continue to be eligible for funding within the E-Rate program.

Once again, the date has changed from the previous year but I am now aware that the dates will not remain the same year after year. I was advised that we’re still eligible to receive funding but required to file this waiver [Docket No. 02-6] and had to submit this letter as part of the late filing process.

Please advise what (if any), next steps are required for us to continue to receive our funding and any preventative methods that can be taken so this doesn’t occur again in the future and I thank you for allowing us to participate in the program.

My contact information is provided below and I look forward to hearing back from someone regarding this important matter.

Sincerely,

Arlington Robinson | IT Manager

Berwyn Public Library

Phone: 708-795-8000

Email: ARobinson@ci.berwyn.il.us