Request for Waiver

My name is Tracy Watkins, I am the new E-Rate Coordinator at Clarkton C-4. I have been the Grant Coordinator here for 4 years. At the end of 2016-2017 Academic Year, our E-Rate Coordinator Scott Harrison left the district. I have been getting familiar and trying to learn as the year has progressed all that is required of me as the E-Rate Coordinator.

Mr. Harrison has not been available to assist me this Academic Year as I have tried to follow and update the work he had previously done for our District. I have received assistance from Chris Schneider here in Missouri with MoreNet. He has helped me a great deal.

I successfully filed two 471 Forms for Category 2 this year. I did not realize that the Category 1 Form 471 had to be refiled each year also. I received an email early this week asking me why I didn’t file the Category 1 471 forms for 2 of our previous FRNs.

After calling Mr. Schneider and asking for his assistance he notified me of the Category 1 471 protocol for each year. I am asking you to please consider us for a waiver on the following Category 1 471 forms filed today. FRN 181042356 and FRN 181042360 are the two forms we are asking for you to consider. Thank you so much for your time. These funds are so important to our 1A school District.

Please contact me at: [twatkins@clarktonschools.org](mailto:twatkins@clarktonschools.org) if you have any additional questions.

Thank you again for your consideration.