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BEN #135085

Lima School District #12

Funding Year: 2017

Waiver Request For: Forms 471 Application #171036138 and #171049053

To Whom It May Concern,

I am writing to request a Waiver of the Filing Window Deadline for our 471 Forms #171036138 filed on May 22, 2017 and #171049053 filed on May 25, 2017.

When reviewing last year's E-Rate forms and this year's deadlines, I mistakenly read the Form 471 deadline of May 11<sup>th</sup> as the deadline for Form 470. I submitted my Form 470 (#170083029) on April 24, 2017, and after waiting for my Allowable Contract Date to arrive, was not able to complete my Form 471 before the deadline.

I take full responsibility for the mistake and hope that it will not negatively affect our district. We are a very small rural school with an even smaller budget. Our E-Rate funding is integral in allowing us to educate and offer services to all of our students, most of which are come from very low income homes.

If you have any questions or would like to discuss our appeal, please don't hesitate to contact me. Thank you for your time and consideration of this request.

Sincere Regards,

Shalyne Baize

District Clerk

Lima School District#12

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