

## Steven Mitome

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**From:** Steven Mitome  
**Sent:** Monday, October 16, 2017 2:58 PM  
**To:** 'erate\_funding@cable.comcast.com'  
**Subject:** LJSJ Comcast Business E-rate Request Form FY 2017-2018  
**Attachments:** Y20 LJSJ Comcast Reimbursement Request Form\_17-18.xlsx



### Steven Mitome

Telecommunications Analyst, Technology Services Branch  
Santa Clara County Office of Education  
1290 Ridder Park Drive MC253  
San Jose, CA 95131-2304  
(408) 453-6897  
(408) 453-6730 fax  
[steven\\_mitome@sccoe.org](mailto:steven_mitome@sccoe.org)

## Steven Mitome

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**From:** Steven Mitome  
**Sent:** Wednesday, January 24, 2018 10:34 AM  
**To:** 'Erate\_Funding@comcast.com'; 'erate\_funding@cable.comcast.com'  
**Cc:** Susan Ady  
**Subject:** FW: LJSJ Comcast Business E-rate Request Form FY 2017-2018  
**Attachments:** Y20 LJSJ Comcast Reimbursement Request Form\_17-18.xlsx  
  
**Importance:** High

Hi.

Here is the second submission of the Comcast Reimbursement Request Form 17-18 for Lakeside Joint School District. I am sending to both the email address of the requesting email and the return email address indicated on the form.

Please acknowledge receipt.

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**From:** Steven Mitome  
**Sent:** Monday, October 16, 2017 2:58 PM  
**To:** 'erate\_funding@cable.comcast.com' <erate\_funding@cable.comcast.com>  
**Subject:** LJSJ Comcast Business E-rate Request Form FY 2017-2018



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**From:** [Steven Mitome](#)  
**To:** ["Erate\\_Funding@comcast.com"; "Erate\\_Funding@cable.comcast.com"](#)  
**Cc:** [Susan Ady](#)  
**Subject:** FW: LJSJ Comcast Business E-rate Request Form FY 2017-2018  
**Date:** Friday, March 2, 2018 1:41:00 PM  
**Attachments:** [Y20 LJSJ Comcast Reimbursement Request Form 17-18.xlsx](#)  
**Importance:** High

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3<sup>rd</sup> submission.

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**From:** Steven Mitome  
**Sent:** Wednesday, January 24, 2018 10:34 AM  
**To:** 'Erate\_Funding@comcast.com' <Erate\_Funding@comcast.com>;  
'erate\_funding@cable.comcast.com' <erate\_funding@cable.comcast.com>  
**Cc:** Susan Ady <sady@lakesidelosgatos.org>  
**Subject:** FW: LJSJ Comcast Business E-rate Request Form FY 2017-2018  
**Importance:** High

Hi.

Here is the second submission of the Comcast Reimbursement Request Form 17-18 for Lakeside Joint School District. I am sending to both the email address of the requesting email and the return email address indicated on the form.

Please acknowledge receipt.

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**From:** Steven Mitome  
**Sent:** Monday, October 16, 2017 2:58 PM  
**To:** 'erate\_funding@cable.comcast.com' <[erate\\_funding@cable.comcast.com](mailto:erate_funding@cable.comcast.com)>  
**Subject:** LJSJ Comcast Business E-rate Request Form FY 2017-2018



**Steven Mitome**

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Santa Clara County Office of Education  
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[steven\\_mitome@sccoe.org](mailto:steven_mitome@sccoe.org)

**From:** [Susan Ady](#)  
**To:** [Erate Funding](#); [Erate\\_Funding@comcast.com](mailto:Erate_Funding@comcast.com)  
**Cc:** [Steven Mitome](#)  
**Subject:** Re: Comcast E-Rate Reimbursement  
**Date:** Tuesday, March 6, 2018 8:40:26 AM  
**Attachments:** [Y20 LUSD Comcast Reimbursement Request Form 17-18.xlsx](#)

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Here is the form again.. This is the fourth submission of this form. Please let us know that you received it or if we should be sending it to another address.

Thank you!

Susan Ady

On Tue, Mar 6, 2018 at 8:18 AM, Erate Funding <[Erate\\_Funding@comcast.com](mailto:Erate_Funding@comcast.com)> wrote:

We show no record of received any form for FRN **1799106328**

**From:** Susan Ady [mailto:[sady@lakesidelosgatos.org](mailto:sady@lakesidelosgatos.org)]

**Sent:** Friday, March 02, 2018 3:33 PM

**To:** Erate Funding <[Erate\\_Funding@comcast.com](mailto:Erate_Funding@comcast.com)>; Erate Funding <[Erate\\_Funding@comcast.com](mailto:Erate_Funding@comcast.com)>; Steven Mitome <[Steven\\_Mitome@sccoe.org](mailto:Steven_Mitome@sccoe.org)>

**Subject:** Re: Comcast E-Rate Reimbursement

I believe the form was filed from our behalf by Steven Mitome from the Santa Clara County office of Education on October 16 2017 and then again on January 24, 2018. Please respond and let us know that you have received this form.

On Fri, Mar 2, 2018 at 9:48 AM, Erate Funding <[Erate\\_Funding@comcast.com](mailto:Erate_Funding@comcast.com)> wrote:

Dear E-Rate Applicant:

Thank you for choosing Comcast as your service provider for the 2017-2018 E-Rate Funding Year.

In accordance with the Schools and Libraries E-Rate Program guidelines; E-Rate Applicants are required to notify service providers which reimbursement method they prefer each funding year. Please complete the Comcast Reimbursement Form with your

preferred reimbursement method (BEAR or SPI – see [www.usac.org](http://www.usac.org) for more information on reimbursement methods) noted. Once an applicant has selected a method of reimbursement, that method must be applied for that particular FRN for the remainder of the invoicing process. Please note that discounts or reimbursements cannot begin until the applicant has received their Funding Commitment Decision Letter from USAC and the applicants FCC Form 486 has been submitted and processed by the Schools and Libraries Division.

**An additional email will follow with the 17/18 Comcast Reimbursement Form.**

Customer Information:

Billed Entity Name: **LAKESIDE JT ELEM SCHOOL DIST**

BEN: **144295**

471: **171046590**

FRN: **1799106328**

If you believe you are receiving this email in error, please disregard.

Any questions on this process should be emailed to: [Erate\\_Funding@comcast.com](mailto:Erate_Funding@comcast.com)

Thank you again for choosing Comcast as your service provider.

E-Rate Team

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Susan Ady

CBO/ Secretary

Lakeside Joint School District

[sady@lakesidelosgatos.org](mailto:sady@lakesidelosgatos.org)

408.354.2372

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Susan Ady

CBO/ Secretary

Lakeside Joint School District

[sady@lakesidelosgatos.org](mailto:sady@lakesidelosgatos.org)

408.354.2372

**From:** [Steven Mitome](#)  
**To:** ["Geronimo, Alex"; "Warner, Rebecca"; Miller, Mac](#)  
**Cc:** ["Erate Funding"; "Erate Funding"; Susan Ady](#)  
**Subject:** FW: Comcast E-Rate Reimbursement Request Form 17-18  
**Date:** Friday, May 11, 2018 10:44:00 AM  
**Attachments:** [Comcast Reimbursement Request Form 17-11.xlsx](#)  
[Re Comcast E-Rate Reimbursement.msg](#)  
[Y20 LJSD Comcast Reimbursement Request Form 17-18.xlsx](#)  
**Importance:** High

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Hi, all.

I think this is the 3<sup>rd</sup> or 4<sup>th</sup> time this has been requested and we have submitted the completed forms at least three times now. Can you investigate what has happened to the previous submission and report why they are not being accepted by Comcast? This may be jeopardizing the reimbursement to the district so please look into this ASAP. I have attached the last response that was submitted and the completed form. The form has been submitted to Comcast on 1/24/2018, 3/2/2018, and 3/6/2018.

**From:** Susan Ady [mailto:sady@lakesidelosgatos.org]  
**Sent:** Friday, May 11, 2018 10:13 AM  
**To:** Steven Mitome <Steven\_Mitome@sccoe.org>  
**Subject:** Fwd: Comcast E-Rate Reimbursement Request Form 17-18

Should I just disregard this notice?

----- Forwarded message -----

**From:** **Erate Funding** <[Erate\\_Funding@comcast.com](mailto:Erate_Funding@comcast.com)>  
**Date:** Fri, May 11, 2018 at 9:12 AM  
**Subject:** Comcast E-Rate Reimbursement Request Form 17-18  
**To:**

Dear E-Rate Applicant:

Thank you for choosing Comcast as your service provider for the 2017-2018 E-Rate Funding Year.

In accordance with the Schools and Libraries E-Rate Program guidelines; E-Rate Applicants are required to notify service providers which reimbursement method they prefer each funding year. Please complete the Comcast Reimbursement Form with your preferred reimbursement method (BEAR or SPI – see [www.usac.org](http://www.usac.org) for more information on reimbursement methods) noted. Once an applicant has selected a method of reimbursement, that method must be applied for that particular FRN for the remainder of the invoicing process. Please note that discounts or reimbursements cannot begin until the applicant has received their Funding Commitment Decision Letter from USAC and the applicants FCC Form 486 has been submitted and processed by the Schools and Libraries Division.

**Please see the attached Comcast Reimbursement Form**

**An additional email will follow with the corresponding 17/18 customer information (FRN).**

If you believe you are receiving this email in error, please disregard.

Any questions on this process should be emailed to: [Erate\\_Funding@comcast.com](mailto:Erate_Funding@comcast.com)

Thank you again for choosing Comcast as your service provider.

E-Rate Team

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Susan Ady  
CBO/ Secretary  
Lakeside Joint School District  
[sady@lakesidelosgatos.org](mailto:sady@lakesidelosgatos.org)  
408.354.2372