



Loudonville Public Library

122 East Main Street, Loudonville, OH 44842

419-994-5531

www.loudonvillelibrary.org

February 11, 2016

To whom it may concern:

I write to request a waiver of the deadline for Loudonville Public Library to file our Form 472 for FY 2013 and 2014.

A misunderstanding due to inexperience on my part has resulted in the Loudonville Public Library missing the deadline to file our Rate Form 472 (BEAR) to invoice our service provider in Funding Years 2013 and 2014. In these years, I failed to properly differentiate between Form 486 and Form 472. When the full nature of my error became apparent, I immediately attempted to file my Form 472, and this understandably resulted in the library's reimbursement being denied as the Form 472 filing deadline had been missed, by a considerable margin in the case of the FY 2013 request.

We understand that the deadline for the FY 2013 has been missed by a considerable margin and understand if it is impossible to overlook this, but it was our hope that if this was the case that the FY 2014 deadline could still be waived.

Information regarding our funding requests appears below. I am unsure what information will be most helpful in resolving this case. Please feel free to contact me with any questions you might have.

Thank you for your time and consideration,

Sincerely,

A handwritten signature in black ink that reads 'Michael W. Thornton'.

Michael Thornton, Director

Loudonville Public Library

122 E Main St | Loudonville, OH 44842 | 419-994-5531

Billed Entity Number: 129747

Service Provider Identification Number: 143033982

FY 2013 Form 471 Application Number: 924907

FY 2013 Funding Request Number: 2524846

FY 2013 Funding Commitment Decision: \$1932.00

FY 2014 Form 471 Application Number: 957252

FY 2014 Funding Request Number: 2600135

FY 2014 Funding Commitment Decision: \$1764.00