This form is effective beginning with the January 1 to June 30, 2017, accounting period (2017/1)

If you are filing for a prior accounting period, contact the Licensing Division for the correct form.

## SA1-2E Short Form

#### STATEMENT OF ACCOUNT

for Secondary Transmissions by Cable Systems (Short Form)

General instructions are located in the first tab of this workbook.

		Return completed workbook by
FOR COPYRIGHT	FOFFICE USE ONLY	email to
DATE RECEIVED	AMOUNT	coplicsoa@copyright.gov
8-29-24	\$	For additional information, contact the U.S. Copyright Office Licensing Division at
	ALLOCATION NUMBER	(202) 707-8150.

Α	ACCOUNTING PERIOD COVERED BY THIS STATEMENT: (YYYY/(Period))
	Period 1 = January 1 - June 30 Period 2 = July 1 - December 31
Accounting	Barcode Data Filing Period (optional - see instructions)
Period	
В	Instructions:  Give the full legal name of the owner of the cable system. If the owner is a subsidiary of another corporation, give the full corporate title of the subsidiary, not that of the parent corporation.
Owner	List any other name or names under which the owner conducts the business of the cable system.
	If there were different owners during the accounting period, only the owner on the last day of the accounting period should submit a single statement of account and royalty fee payment covering the entire accounting period.
	Check here if this is the system's first filing. If not, enter the system's ID number assigned by the Licensing Division.
	LEGAL NAME OF OWNER/MAILING ADDRESS OF CABLE SYSTEM
	S & T COMMUNICATIONS LLC
	BUSINESS NAME(S) OF OWNER OF CABLE SYSTEM (IF DIFFERENT)
	MAILING ADDRESS OF OWNER OF CABLE SYSTEM
	PO BOX 99
	(Number, street, rural route, apartment, or suite number)  BREWSTER, KS 67732-0099
	(City, town, state, zip)
С	INSTRUCTIONS: In line 1, give any business or trade names used to identify the business and operation of the system unless these names already appear in space B. In line 2, give the mailing address of the system, if different from the address given in space B.
System	1 IDENTIFICATION OF CABLE SYSTEM:
	MAILING ADDRESS OF CABLE SYSTEM:
	2 (Number, street, rural route, apartment, or suite number)
	(City, town, state, zip code)

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Accounting Period:	2024/1	FORM SA1-2E. PAGE 1b.
	LEGAL NAME OF OWNER OF CABLE SYSTEM:	SYSTEM ID#
Name	S & T COMMUNICATIONS LLC	369891
D	Instructions: List each separate community served by the cable system. A "community" separate and distinct community or municipal entity (including unincorporated community or municipal entity).	is the same as a "community unit" as defined in FCC rules: "a ities within unincorporated areas and including single, discrete
_	unincorporated areas)." 47 C.F.R. 76.5(dd). The first community that you list will serve as community." Please use it as the first community on all future filings.  Note: Entities and properties such as hotels, apartments, condominiums, or mobile home	
Area Served	city.	
	CITY OR TOWN	STATE
First	BREWSTER	KS
Community	GOODLAND	KS
	KANORADO	KS
Add Rows as Necessary	WINONA	KS
	COLBY	KS
	OAKLEY	KS
	GRINNELL	KS

Accounting Period: 2024/1

FORM SA1-2E. PAGE 2.

Name

LEGAL NAME OF OWNER OF CABLE SYSTEM:

**S&T COMMUNICATIONS LLC** 

SYSTEM ID# 369891

# Ε

#### Secondary Transmission Service: Subscribers and Rates

#### SECONDARY TRANSMISSION SERVICE: SUBSCRIBERS AND RATES

In General: The information in space E should cover all categories of secondary transmission service of the cable system, that is, the retransmission of television and radio broadcasts by your system to subscribers. Give information about other services (including pay cable) in space F, not here. All the facts you state must be those existing on the last day of the accounting period (June 30 or December 31, as the case may be).

**Number of Subscribers:** Both blocks in space E call for the number of subscribers to the cable system, broken down by categories of secondary transmission service. In general, you can compute the number of subscribers in each category by counting the number of billings in that category (the number of persons or organizations charged separately for the particular service at the rate indicated—not the number of sets receiving service).

Rate: Give the standard rate charged for each category of service. Include both the amount of the charge and the unit in which it is generally billed. (Example: "\$20/mth"). Summarize any standard rate variations within a particular rate category, but do not include discounts allowed for advance payment.

**Block 1:** In the left-hand block in space E, the form lists the categories of secondary transmission service that cable systems most commonly provide to their subscribers. Give the number of subscribers and rate for each listed category that applies to your system. **Note:** Where an individual or organization is receiving service that falls under different categories, that person or entity should be counted as a subscriber in each applicable category. Example: a residential subscriber who pays extra for cable service to additional sets would be included in the count under "Service to the first set" and would be counted once again under "Service to additional set(s)."

**Block 2:** If your cable system has rate categories for secondary transmission service that are different from those printed in block 1 (for example, tiers of services that include one or more secondary transmissions), list them, together with the number of subscribers and rates, in the right-hand block. A two- or three-word description of the service is sufficient.

BLO	OCK 1	BLOCK 2			
CATEGORY OF SERVICE	NO. OF SUBSCRIBERS	RATE	CATEGORY OF SERVICE	NO. OF SUBSCRIBERS	RATE
Residential:					
<ul> <li>Service to first set</li> </ul>	1,055	47.75	Basic	773	61.75
<ul> <li>Service to additional set(s)</li> </ul>			Basic Digital	349	74.75
• FM radio (if separate rate)			S&T Value Pack	30	#####
Motel, hotel	9	47.75	Tuner (Sngl/Dual/DVR)	190	\$15-\$18
Commercial	197	47.75	MDU Room Rate + HDTA	27	7.00
Converter			College	1	#####
Residential	871	\$0-\$4.00			
Non-residential	200	\$0-\$4.00			

## F

#### Services Other Than Secondary Transmissions: Rates

## SERVICES OTHER THAN SECONDARY TRANSMISSIONS: RATES

In General: Space F calls for rate (not subscriber) information with respect to all your cable system's services that were not covered in space E, that is, those services that are not offered in combination with any secondary transmission service for a single fee. There are two exceptions: you do not need to give rate information concerning (1) services furnished at cost or (2) services or facilities furnished to nonsubscribers. Rate information should include both the amount of the charge and the unit in which it is usually billed. If any rates are charged on a variable per-program basis, enter only the letters "PP" in the rate column.

**Block 1:** Give the standard rate charged by the cable system for each of the applicable services listed.

**Block 2:** List any services that your cable system furnished or offered during the accounting period that were not listed in block 1 and for which a separate charge was made or established. List these other services in the form of a brief (two- or three-word) description and include the rate for each.

	BLO	CK 1		BLOCK 2	·
CATEGORY OF SERVICE	RATE	CATEGORY OF SERVICE	RATE	CATEGORY OF SERVICE	RATE
Continuing Services:		Installation: Non-residential			
• Pay cable		Motel, hotel	120.00	Wire Maintenance	3.95
Pay cable—add'l channel		Commercial	120.00	HBO (Individual)	16.49
Fire protection		• Pay cable		Starz/Show/Cinmx (INI	14.49
•Burglar protection		Pay cable-add'l channel		Any 2 Premium Chann	30.95
Installation: Residential		Fire protection		Any 3 Premium Chann	41.45
• First set	10.00	Burglar protection		Any 4 Premium Chann	51.45
Additional set(s)		Other services:			
• FM radio (if separate rate)		Reconnect	10.00		
Converter		Disconnect			
		Outlet relocation	120.00		
		Move to new address	10.00		
		Move to new address	10.00		

Accounting Period: 2024/1 FORM SA1-2E. PAGE 3.

Name

LEGAL NAME OF OWNER OF CABLE SYSTEM:

SYSTEM ID# 369891

4. LOCATION OF STATION

# S & T COMMUNICATIONS LLC PRIMARY TRANSMITTERS: TELEVISION

1. CALL SIGN

G

#### Primary Transmitters: Television

In General: In space G, identify every television station (including translator stations and low power television stations) carried by your cable system during the accounting period, except (1) stations carried only on a part-time basis under FCC rules and regulations in effect on June 24, 1981, permitting the carriage of certain network programs [sections 76.59(d)(2) and (4), 76.61(e)(2) and (4), or 76.63 (referring to 76.61(e)(2) and (4))]; and (2) certain stations carried on a

substitute program basis, as explained in the next paragraph.

Substitute Basis Stations: With respect to any distant stations carried by your cable system on a substitute program

- basis under specific FCC rules, regulations, or authorizations:

   Do not list the station here in space G—but do list it in space I (the Special Statement and Program Log)—if the
- station was carried *only* on a substitute basis.
- List the station here, and also in space I, if the station was carried both on a substitute basis and also on some other basis. For further information concerning substitute basis stations, see page (v) of the general instructions.

**Column 1:** List each station's call sign. *Do not* report origination program services such as HBO, ESPN, etc. Identify each multicast stream associated with a station according to its over-the-air designation. For example, report multistream "WETA-2" as the same on the form.

**Column 2:** Give the channel number the FCC assigned to the television station for broadcasting over the air in its community of license. For example, WRC is channel 4 in Washington, D.C.

Column 3: Indicate in each case whether the station is a network station, an independent station, or a noncommercial educational station, by entering the letter "N" (for network), "N-M" (for network multicast), "I" (for independent), "I-M" (for independent multicast), "E" (for noncommercial educational), or "E-M" (for noncommercial educational multicast). For the meaning of these terms, see page (iv) of the general instructions in the paper SA1-2 form.

**Column 4:** Give the location of each station. For U.S. stations, list the community to which the station is licensed by the FCC. For Mexican or Canadian stations, if any, give the name of the community with which the station is identified.

2. B'CAST CHANNEL NUMBER

KLBY 4 N COLBY, KS KAKE-HD 21 N WICHITA, KS **KWKS** 19 Ε COLBY, KS 24 N WICHITA, KS **KSAS** 33 **KSCW** N WICHITA, KS **KSNK** 8 N MCCOOK, KS KSNW-HD 45 N WICHITA, KS 9 **KUSA** N DENVER, CO **KWCH-HD** 19 Ν **HUTCHINSON, KS KBSL** 10 N GOODLAND, KS KSAS-HD 24.1 N WICHITA, KS **KSAS My Network TV** 24.2 I-M WICHITA, KS KOOD-HD 16 Ε HAYS, KS KSCW-HD 33.1 Ν WICHITA, KS **DECADES** 33.2 WICHITA, KS I-M **ANTENNA TV** 33.3 I-M WICHITA, KS ME TV 10.2 I-M WICHITA, KS **KWCH STORM TEAM** 12.2 WICHITA, KS I-M **StartTV** 33.4 I-M WICHITA, KS **Heroes & Icons** 12.3 I-M WICHITA, KS

3. TYPE OF STATION

Add Rows as Necessary

LEGAL NAME OF OWNER OF CABLE SYSTEM:

SYSTEM ID# 369891

#### S & T COMMUNICATIONS LLC

#### PRIMARY TRANSMITTERS: RADIO

In General: List every radio station carried on a separate and discrete basis and list those FM stations carried on an all-band basis whose signals were generally receivable by your cable system during the accounting period.

Н

Special Instructions Concerning All-Band FM Carriage: Under Copyright Office regulations, an FM signal is generally receivable if (1) it is carried by the system whenever it is received at the system's headend, and (2) it can be expected, on the basis of monitoring, to be received at the headend, with the system's FM antenna, during certain stated intervals. For detailed information about the Copyright Office regulations on this point, see page (v) of the general instructions in the. paper SA1-2 form.

Primary Transmitters: Radio

Column 1: Identify the call sign of each station carried.

Column 2: State whether the station is AM or FM.

**Column 3:** If the radio station's signal was electronically processed by the cable system as a separate and discrete signal, indicate this by placing a check mark in the "S/D" column.

**Column 4:** Give the station's location (the community to which the station is licensed by the FCC or, in the case of Mexican or Canadian stations, if any, the community with which the station is identified).

CALL SIGN AM or FM S/D LOCATION OF STATION CALL SIGN AM or FM S/D LOCATION OF KRDQ FM Colby, KS KKCI FM Goodland, KS	
KRDQ FM Colby, KS KKCI FM Goodland, KS	OITATE
KKCI FM Goodland, KS	

Accounting Perio	d: 2024/1						FOR	M SA1-2E. PAGE 5.
<u>_</u>	LEGAL NAME OF OWNER OF	CABLE SYST	EM:					SYSTEM ID#
Name	S & T COMMUNICATIO	NS LLC						369891
	SUBSTITUTE CARRIAGE	: SPECIA	L STATEMEN	T AND PROGRAM LOG				
I	In General: In space I, identi							
Substitute	substitute basis during the ac explanation of the programm							
Carriage:	1. SPECIAL STATEMENT	CONCER	NING SUBSTI	TUTE CARRIAGE				
Special Statement and	During the accounting per	iod, did you	r cable system	carry, on a substitute basi	is, any nonnet	work tele	vision prograr	
Program Log	broadcast by a distant stat	tion?					YES	× NO
	Note: If your answer is "No	" leave the	rest of this pag	e blank. If your answer is	"Yes," you mu	st comple	ete the progra	m
	log in block 2.  2. LOG OF SUBSTITUTE	BBOCBA	ме					
	In General: List each subst		-	e line. Use abbreviations	wherever pos	sible, if th	eir meaning is	3
	clear. If you need more spa				, n r o ar o no "\ th o	4. alumina 4	lha aaaa untina	_
	period, was broadcast by a			sion program ("substitute   ur cable system substitute				
	under certain FCC rules, re Do not use general categor	ies like "mo						
		n was broad		"Yes." Otherwise enter "N				
	Column 4: Give the broa	dcast statio	n's location (th	e community to which the	station is lice		he FCC or, in	
	the case of Mexican or Can  Column 5: Give the mon			community with which the em carried the substitute			s, with the mo	nth
	first. Example: for May 7 giv					1:-444	· :	.h.
	to the nearest five minutes.			gram was carried by your o ed by a system from 6:01:	•			ely
	stated as "6:00-6:30 p.m."	•	. 0	•	·			
	to delete under FCC rules a			was substituted for progra ring the accounting period				
	was substituted for program	,	our system was	s permitted to delete unde	r FCC rules a	nd regula	tions in	
	effect on October 19, 1976.							_
	S	UBSTITUT	E PROGRAM			N SUBS	TITUTE CURRED	7. REASON FOR
	1. TITLE OF PROGRAM	2. LIVE?	3. STATION'S	4. 07471011101.00471011	5. MONTH		TIMES	DELETION
		Yes or No	CALL SIGN	4. STATION'S LOCATION	AND DAY	FROM	— то	
		<del> </del>						
		<del> </del>						
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Accounting Period:	2024/1			FORM	SA1-2E. PAGE
Name	LEGAL NAME OF OWNER OF CABLE SYSTEM: S & T COMMUNICATIONS LLC			\$	SYSTEM ID 36989
<b>K</b> Gross Receipts	GROSS RECEIPTS Instructions: The figure you give in this space determines the form you file an all amounts (gross receipts) paid to your cable system by subscribers for the s (as identified in space E) during the accounting period. For a further explanation page (vii) of the general instructions located in the paper SA1-2 form.  Gross receipts from subscribers for secondary transmission service(s) during the accounting period.  IMPORTANT: You must complete a statement in space P concerning gross re	ystem's se n of how to	econdary transm o compute this a	ission service mount, see	
L Copyright Royalty Fee	COPYRIGHT ROYALTY FEE Instructions: To compute the royalty fee you owe:  Complete block 1, block 2, or block 3.  Use block 1 if the amount of gross receipts in space K is \$137,100 or less.  Use block 2 if the amount of gross receipts in space K is more than \$137,100 the use block 3 if the amount of gross receipts in space K is more than \$263,800 the use page (vi) of the general instructions located in the paper SA1-2 form for more information.	out less tha		263,800.	
	BLOCK 1: GROSS RECEIPTS OF \$137	,100 OR I	ESS		
	Instructions: As a cable system with gross receipts of \$137,100 or less, the royalty accounting period is \$52.00.	·			
	Line 1. Royalty fee for accounting period				0.00
	Line 3. TOTAL ROYALTY FEE PAYABLE FOR ACCOUNTING PERIOD. Add line	es 1 and 2			_
	BLOCK 2: GROSS RECEIPTS OF \$263,800 OR LES			-	
	Base amount under statutory formula	,			
	Enter amount of gross receipts from space K				
	3. Subtract line 2 from line 1				
	Enter the amount of gross receipts from space K				
	5. Enter the amount from line 3				•
	6. Subtract line 5 from line 4				•
	7. Multiply line 6 by .005 (enter figure here)				
			•		0.00
	8. Interest charge. Enter the amount from line 4, space Q, page 8				0.00
	9. TOTAL ROYALTY FEE PAYABLE FOR ACCOUNTING PERIOD. Add lines 7 a	and 8			
	BLOCK 3: GROSS RECEIPTS OF MORE THAN \$263	,800 (but	less than \$527,	600)	
	Enter the amount of gross receipts from space K	\$	480,980.65		
	Base amount under statutory formula	\$	263,800.00		
	3. Subtract line 2 from line 1	\$	217,180.65		
	4. Multiply line 3 by .01		\$	2,171.81	
	Royalty due on the first \$263,800 of gross receipts (under statutory formula)			1,319.00	
	6. Interest charge. Enter the amount from line 4, space Q, page 8			0.00	•
	7. TOTAL ROYALTY FEE PAYABLE FOR ACCOUNTING PERIOD. Add lines 4,	5, and 6		\$	3,490.81
	FILING FEE AND TOTAL REMITTANCE DU	Ē			
Filing Fee and Total Remittance	1. Royalty Fee Payable for Accounting Period (from block 1, 2, or 3, above)		\$	3,490.81	
Due	2. Filing Fee (See the instructions for more information on filing fee calculations) .		. \$	20.00	
	3. TOTAL AMOUNT DUE FOR ACCOUNTING PERIOD. Add lines 2 and 3			\$	3,510.81
	EFT Trace # or TRANSACTION ID #				
	Important: Your remittance must be in the form of an electronic paym See page i of the general instructions in the paper SA1-2 form and the l				

Accounting Period:	2024/1					FORM SA1-2E. PAGE 7.
Name		OWNER OF CABLE SYSTEM: NICATIONS LLC				SYSTEM ID# 369891
M Channels	to its subscriber		total num	els on which the cable system carried to nber of activated channels during the ad ble		20
	system carrie	ed television broadcast station	ns			
	on which the	al number of activated channe cable system carried television dcast services	on broadc	cast stations		247
N Individual to Be Contacted		D BE CONTACTED IF FURTI about this statement of accou		ORMATION IS NEEDED (Identify an ind	dividual	
for Further	Name	CHRISTINA HICKER	T		Telephon	785-694-2256
Information	Address	PO BOX 99, 320 KAN	ment, or su	ite number)		
		BREWSTER, KS 677 (City, town, state, zip)	732-009	99		
	Email	christina.hickert	t@sttelco	om.com	Fax (optional 785-694-27	750
	CERTIFICATION	(This statement of account m	ust be ce	rtified and signed in accordance with C	opyright Office regulations	
O Certification	• I, the undersigne	ed, hereby certify that (Check o	ne, <i>but on</i>	nly one , of the boxes.)		
	(Owne	r other than corporation or p	artnershi	ip) I am the owner of the cable system as	s identified in line 1 of space	B; or
	(Agent			partnership) I am the duly authorized age s not a corporation or partnership; or	nt of the owner of the cable	system as identified
	X (Office	er or partner) I am an officer ( in line 1 of space B.	if a corpor	ration) or a partner (if a partnership) of th	e legal entity identified as ov	vner of the cable system
		te, and correct to the best of m		eclare under penalty of law that all statem dge, information, and belief, and are made		1
			X	/s/ Christina Hickert		_
				electronic signature on the line above to contain a signature using an "/s/ signature" (e.g., /s/ Jo		
		Typed or printed	I name:	Christina Hickert		
		Title:	<b>CFO</b> tle of officia	al position held in corporation or partnership)		
		Date:			8/28/2024	

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ounting Period: 2024/1	FORM SA1-2E. PAGE 8
AL NAME OF OWNER OF CABLE SYSTEM:	SYSTEM ID#
T COMMUNICATIONS LLC	369891
SPECIAL STATEMENT CONCERNING GROSS RECEIPTS EXCLUSIONS  The Satellite Home Viewer Act of 1988 amended Title 17, section 111(d)(1)(A), of the Copyright Act by adding the following sentence:  "In determining the total number of subscribers and the gross amounts paid to the cable system for the basic service of providing secondary transmissions of primary broadcast transmitters, the system shall not include subscribers and amounts collected from subscribers receiving secondary transmissions pursuant to section 119."	P Special Statement Concerning Gross
For more information on when to exclude these amounts, see the note on page (vii) of the general instructions located in the paper SA1-2 form.	Receipts Exclusion
During the accounting period, did the cable system exclude any amounts of gross receipts for secondary transmissions made by satellite carriers to satellite dish owners?  X NO	
YES. Enter the total here and list the satellite carrier(s) below	
Name Mailing Address Mailing Address	1    -  -
INTEREST ASSESSMENT  You must complete this worksheet for those royalty payments submitted as a result of a late payment or underpayment.  For an explanation of interest assessment, see page (viii) of the general instructions located in the paper SA1-2 form.	Q
Line 1 Enter the amount of late payment or underpayment	Interest Assessment
Line 2 Multiply line 1 by the interest rate* and enter the sum here	
Line 3 Multiply line 2 by the number of days late and enter the sum here	
Line 4 Multiply line 3 by 0.00274** and enter here in space L (page 6), block 1, line 2, or block 2, line 8, or block 3, line 6	
* To view the interest rate chart click on www.copyright.gov/licensing/interest-rate.pdf. For further assistance please contact the Licensing Division at (202) 707-8150 or licensing@copyright.gov.	
** This is the decimal equivalent of 1/365, which is the interest assessment for one day late.	
NOTE: If you are filing this worksheet covering a statement of account already submitted to the Copyright Office, please list below the owner, address, first community served, ID number, and accounting period as given in the original filing.	
Owner Address	
ID number First community served Accounting period	

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CONTROL #: **REMITTANCE #:** 

 $\square$  Accepted

C	Cable Worksheet	Total amount of remittance	Number of SAs rec'	d Initials
		Date of remittance	Check □ EFT	☐ FILING FEES
Cable ID#				Amount Initials
Examined by	Reviewed by	Date examination completed	Allocation number	
Space A Accounting		(enter four digit year and	/1 (for Jan-Jun period) or /2 (for Jul	l-Dec period) No spaces)
Period	☐ Letter sent		Information received	
	☐ Accepted	С	Phone call/Date/Contact	
Space B Owner				
	☐ Letter sent		Information received	
	☐ Accepted		Phone call/Date/Contact	
Space D Area Served				
	☐ Letter sent		☐ Information received	
	☐ Accepted	Γ	Phone call/Date/Contact	
Space E Secondary Transission				
Service Subscribers:	☐ Letter sent	С	Information received	
and Rates	☐ Accepted	С	Phone call/Date/Contact	
Space G Primary Transmitters:				
Television	☐ Letter sent	]	☐ Information received	
	☐ Accepted	]	☐ Phone call/Date/Contact	
Space H Primary Transmitters:				
Radio	□ Accepted	r	Dhara cell/Data/Contact	

 $\hfill\square$  Phone call/Date/Contact

		Carriage
☐ Letter sent	☐ Information received	
☐ Accepted	☐ Phone call/Date/Contact	
		Space J Part-time Carriage Log
☐ Letter sent	$\Box$ Information received	(SA3 only)
☐ Accepted	☐ Phone call/Date/Contact	
		Space K Gross Receipts
☐ Letter sent	☐ Information received	
☐ Accepted	☐ Phone call/Date/Contact	
		Space L Copyright Filing and Royalty Fees
☐ Royalty Fee should be	☐ Refund request to fiscal	
☐ Letter sent	☐ Information received	
☐ Accepted	☐ Phoe call/Date/Contact	
		C B 4
		Space M Channels
□ Letter sent	☐ Information received	
☐ Letter sent	☐ Information received ☐ Phone call/Date/Contact	
		Channels  Space O
☐ Accepted	☐ Phone call/Date/Contact	Channels  Space O
☐ Accepted	☐ Phone call/Date/Contact ☐ Information received	Channels  Space O
☐ Accepted	☐ Phone call/Date/Contact ☐ Information received	Space O Certification  Space P Statement of
☐ Accepted ☐ Letter sent ☐ Accepted	☐ Phone call/Date/Contact ☐ Information received ☐ Phone call/Date/Contact	Space O Certification  Space P Statement of
☐ Accepted ☐ Letter sent ☐ Accepted ☐ Letter sent ☐ Letter sent	☐ Phone call/Date/Contact ☐ Information received ☐ Phone call/Date/Contact ☐ Information received	Space O Certification  Space P Statement of
☐ Accepted ☐ Letter sent ☐ Accepted ☐ Letter sent ☐ Letter sent	☐ Phone call/Date/Contact ☐ Information received ☐ Phone call/Date/Contact ☐ Information received	Space O Certification  Space P Statement of Gross Receipts  Space Q Interest