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**Part 2: Recipient of the Reverse Auction Incentive Payment**

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2a. To whom should the FCC disburse the Reverse Auction Incentive Payment for the Reverse Auction Winning Bidder and FIN identified in Part 1? (Choose one.)

To the Reverse Auction Winning Bidder identified in Part 1 of this form.

To the Third Party Payee identified in Part 3 of this form.

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**Part 3: This part should be completed by the third party payee.**

**If there is no third party payee, then leave this part blank and skip directly to Part 4.**

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3.a. Name of third party payee.

3.b. Taxpayer ID Number of third party payee.

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**3.c. Certifications and Notarized Signature by Third Party Payee.**

By signing this form, the third party payee:

- (1) Agrees to indemnify and hold harmless the United States, the Commission, and any disbursing officer, from any and all liability arising from the disbursement of incentive payments pursuant to these payment instructions
- (2) Acknowledges and agrees that incentive payments pursuant to this form may be subject to offset pursuant to applicable law for debts (owed to the Commission including its reporting components or the United States) by either the Reverse Auction Winning Bidder or the third party payee designated by the Reverse Auction Winning Bidder;
- (3) Acknowledges and agrees that incentive payments will not be made to (or for the benefit of) any reverse auction winning bidder or other payee appearing on the U.S. Treasury's "Do Not Pay" portal;
- (4) Acknowledges that any person who knowingly submits these payment instructions containing any misrepresentation or any false, incomplete or misleading information may be guilty of a criminal act and may be subject to criminal penalties;
- (5) Certifies that it is in compliance with all applicable statutes, regulations, rules and instructions entitling it, or relating, to incentive payments; and
- (6) Certifies that all information contained herein is true, accurate and complete and understands that the incentive payment will be made from Federal funds and that any false claims, statements or documents, or concealment of a material fact may be prosecuted under applicable Federal law and/or result in civil action.

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Signed on behalf of the third party payee by:

Signature: \_\_\_\_\_

Type or Print Name:

Type or Print Title:

Date Signed:

Acknowledgement

State of \_\_\_\_\_

County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(date) (notary)

personally appeared, \_\_\_\_\_,  
(signer)

personally known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person or the entity upon behalf of which the person acted, executed the instrument.

WITNESS my hand and official seal

\_\_\_\_\_  
(notary signature)

My Commission Expires: \_\_\_\_\_

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**Part 5: Certifications and Notarized Signature by Reverse Auction Winning Bidder**

By signing this form, the Reverse Auction Winning Bidder identified in Part 1 of this form:

- (1) Agrees to indemnify and hold harmless the United States, the Commission, and any disbursing officer, from any and all liability arising from the disbursement of incentive payments pursuant to these payment instructions;
- (2) Acknowledges and agrees that incentive payments pursuant to these payment instructions may be subject to offset pursuant to applicable law for debts (owed to the Commission including its reporting components or the United States) by either the Reverse Auction Winning Bidder or the third party payee designated by the Reverse Auction Winning Bidder;
- (3) Acknowledges and agrees that incentive payments will not be made to (or for the benefit of) any Reverse Auction Winning Bidder or other payee appearing on the U.S. Treasury's "Do Not Pay" portal;
- (4) Requests that, if the Reverse Auction Winning Bidder has designated a third party payee on this form, then the Commission should disburse the incentive payment to the third party payee;
- (5) Acknowledges that any person who knowingly submits these payment instructions containing any misrepresentation or any false, incomplete or misleading information may be guilty of a criminal act and may be subject to criminal penalties;
- (6) Certifies that it is in compliance with all applicable statutes, regulations, rules and instructions entitling it, or relating, to incentive payments; and
- (7) Certifies that all information contained herein is true, accurate and complete and understands that the incentive payment will be made from Federal funds and that any false claims, statements or documents, or concealment of a material fact may be prosecuted under applicable Federal law and/or result in civil action.

Signed on behalf of the Reverse Auction Winning Bidder by:

Signature: \_\_\_\_\_

Type or Print Name:

Type or Print Title:

Date Signed:

Acknowledgement

State of \_\_\_\_\_

County of \_\_\_\_\_

On \_\_\_\_\_, before me, \_\_\_\_\_,  
(date) (notary)

personally appeared, \_\_\_\_\_,  
(signer)

personally known to me or proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person or the entity upon behalf of which the person acted, executed the instrument.

WITNESS my hand and official seal

\_\_\_\_\_  
(notary signature)

My Commission Expires: \_\_\_\_\_

After this form is completed, signed and notarized, send it to:  
Federal Communications Commission  
Travel & Operations Group, Attn: Chief of TOG  
9300 East Hampton Drive  
Capitol Heights, MD 20743

## SAMPLE BANK ACCOUNT VERIFICATION LETTER

Do not send this sample to FCC.

The letter must be signed on bank letterhead by a bank officer, and it must mention: (1) Doing Business As (DBA) name on account, (2) bank routing number, and (3) account number. Use this sample letter to make your request at the bank, either in person or by phone.

May 5, 2005

To Whom It May Concern:

This letter is to inform you that John Doe, owner of Extra Wireless, Inc. (DBA: Extra Wireless), has a business account with Bank of America. The routing number associated with the account is 012309999, the account number is 009991234567. The branch address for this account is:

1005 Westlake Blvd.  
Tampa, FL 33609  
813-555-1234

If you have any further questions, please do not hesitate to call me at 813-555-1357.

Regards,

Sarah Smith  
Branch Manager