Documentation on Form 1876 data collection/verification in CORES

By FSOG/FO/FCC

I. How to collect data and generate Form 1876

Step 1: The administrative user clicks link "Create Form 1876" in CORES

Step 2: The system displays all the 1876 related FRNs belongs to this user with Administrative Roles; The user can pick any FRN to work with:

From 1876

FRN	FRN Name
0008778565	Educational Public TV Corporation
0009760091	IBM Endicott EMC Laboratory
0009769076	IBM Corporation
0013180294	Campbellsville University
0013936323	asdf
0016114860	asdf
0016115222	asdf
0016116063	asdf
0016216129	ULS testdata 01302009
0018466235	asdf

Showing 11 to 20 of 21 entries   Previous 1 2 3 Next

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Step 3: The system displays all the Facility IDs/File Numbers associated with the selected FRN. The user can select any of them to work with.

Step 4, the system displays the introducing page about creating Form 1876.

Manage FRNs

View FRN
Financial Info

**Create Form
1876**

Manage View
Permissions

Auction
Bank Accounts

Auction
Payments

Create Form 1876 for:

Reimbursement Entity Name: ULS testdata 01302009   FRN: 0016216129   Facility ID/File Number: 47401

If you are seeking reimbursement from the TV Broadcaster Relocation Fund, you will need to fill in the electronic Form 1876. Once you have filled in all the required fields, please print, sign and notarize, and mail in the form to the address below.

Federal Communications Commission
Travel & Operations Group, Attn: Chief of TOG
9050 Junction Drive
Annapolis Junction, MD 20701

*Remember to include the attachment required by item 2.b.

Some fields may be auto-populated based on the current information registered with your FCC Registration Number (FRN). If the FRN information shown is not up to date, please click here to make the necessary changes. You can return to the form once the changes have been submitted.

For part 1.g. of the Form 1876, you will need to enter at least one Authorized Agent (AA). Please ensure that the Authorized Agent's CORES Username is associated to the FRN. If it is not, click here to associate the Username to the FRN. If the contact you wish to list as an Authorized Agent does not have a CORES Username, please click here to register a Username, then associate the Username to the Eligible Entity's FRN in CORES.

If you have questions or concerns about the Form 1876, please submit a help request through the FCC's e-support page.

NOTICE: We have estimated that each response to this collection of information will take 6 hours. Our estimate includes the time to read the instructions, look through existing records, gather and maintain the required data, and actually complete and review the form or response. If you have any comments on this estimate, or on how we can improve the collection and reduce the burden it causes you, please write to the Federal Communications Commission, AMD-PERM, Paperwork Reduction Project (3060-1223), Washington, DC 20554. We will also accept your comments via the Internet if you send them to pra@fcc.gov. Please DO NOT SEND COMPLETED APPLICATIONS TO THIS ADDRESS. Remember - you are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-1223, edition date January 2017.

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Step 5, The system flows to the Form 1876 data collection main page. The administrative user needs to fill out the key 1876 data. The "Save For Later" button saves the data without data validation, so the user can return any time; the "Submit" button validates the data.

Step 6, if the submit button is clicked, the system display the 1876 form data review page. If the administrative user is satisfied with the information, click the Create Form 1876 will produce the form 1876 with the data submitted.

Step 7, the user can choose either save or open the PDF file, then print it, notarized it, and send it to FCC via mail.

Opening FCC_Form_1876_FRN_0016216129_FIN_47401_190226105044759.... ✕

You have chosen to open:

📄 ...rm_1876_FRN_0016216129_FIN_47401_190226105044759.pdf

    which is: PDF file (9.1 KB)
    from: http://165.135.209.76:7001

What should Firefox do with this file?

○ Open with   TWINUI (default) ⌄

◉ Save File

☐ Do this automatically for files like this from now on.

OK   Cancel
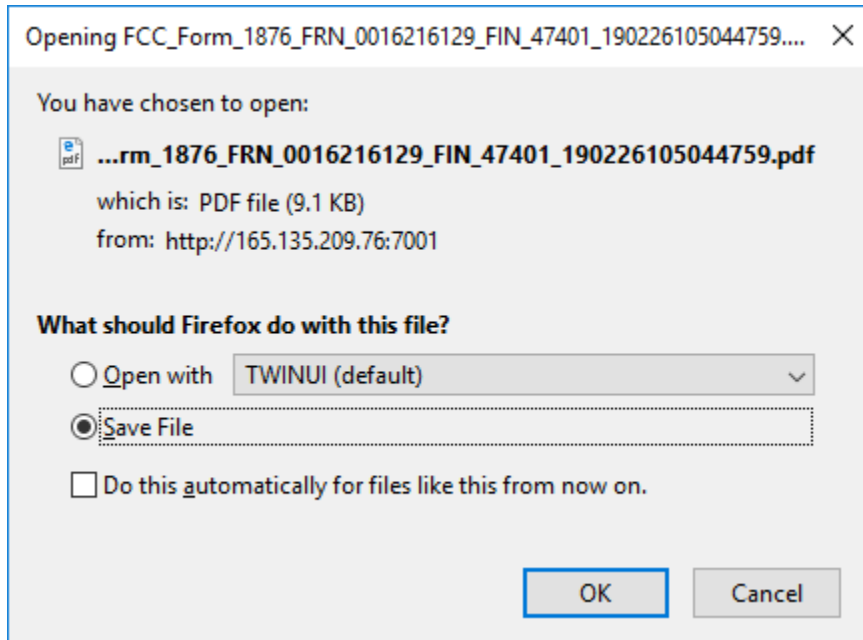
II. How to verify the bank info by the Authorized Agent (AA user):

Step 1. The AA user clicks the "Auction Bank Accounts link"

Step 2, the system displays all the auction FRN with bank information. The AA user picks an FRN to work with.

Step 3, the System displays all the Facility ID / Filing Number to the user. The AA user select one to work with by clicking the [Verify Bank Info](#) link

Step 4, the system displays the bank information submitted by the Administrative user when the Form 1876 was generated. If the AA user is satisfied with the bank info, he/she can click the Submit button, and the confirmation page is displayed.