



STATE UNIVERSITY OF NEW YORK

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Subject: License Renewals

Your station's FCC license expires on June 1, 1998. You should be receiving shortly a package of forms from the FCC. Pursuant to FCC rules, the renewal application must be received in Washington no later than February 1, 1998. Completed applications should be forwarded to this office no later than January 10, 1998. After a final review, the application will be signed by Vice Chancellor Stenson and forwarded to Washington.

Please note that there are many actions that must be taken as part of the renewal process. Specifically the renewal process requires pre-filing and post-filing broadcast announcements. The first announcement must be aired on December 1, 1997. In order to assist you in that process, I have enclosed a detailed set of explanations prepared by the outside law firm – Dow Lohnes & Albertson – that we have retained and continue to use on certain specialized FCC matters. If you have any questions regarding the process, please do not hesitate contacting me.

Enclosure