

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Division of Finance and Internal Operations
Bureau of School Facilities

INSTRUCTIONS

FORM ED045
NOTICE OF DEBT SERVICE
(Revised 5/09)

Item Description

- (a) A separate form ED045 must be filed for each bond issue and for each short-term note. Check one box to indicate which you are reporting on this form. If you are notifying this department of the issue of a short-term note, indicate in the sub-boxes whether you are reporting Original (estimated) or Final (actual) data. If this is an “original” filing, show the same interest rate from year one for each subsequent year. A second and “final” revised report must be submitted only when all interest rates are known. Do not file interim revisions.

In the spaces provided, enter the date the bond was issued or note signed, amount of the bond issue or short-term note, the amount available for all schools and, for bond issues, the applicable premium amount received. Provide the date that the bonds are eligible to be called, if applicable. If bonds are called, the School Facilities Unit must be promptly notified.

Complete the grid with the indicated data, using one line for each school building project funded by this bond or note. The total of the column showing bond or note amount assigned cannot exceed the “Amount available for all schools” as reported above.

Note: Equivalent schedules may be submitted in lieu of schedules (b), (c) and (d) provided that all required information is included.

- (b) This Interest Rate Schedule Summary is for the “Amount available for all schools” only, and the total of the “Applicable Bond or Note Amount” column must agree with that figure. Indicate the applicable interest rates, the amount of the school building project portion of the bond or note to which each rate applies, and the respective dates for which the rates apply. This schedule must be completed even if there is only one interest rate.
- (c) Indicate the date and amount of each principal payment, for the school building project portion only. The total of this schedule must equal the “Amount available for all schools” as reported above.
- (d) Indicate, for the school building project portion only, the date and amount of each interest payment due. If there is a premium for the issue, the prorated amount applicable to the school project portion of the issue must be reported and subtracted on the line for payment #1.

Certifications must contain original signatures; photocopied or “FAX” copies will not be accepted.

If you have any questions, please contact Michelle Dixon at michelle.dixon@ct.gov or 860-713-6477.