

# United Kingdom ship radio or United Kingdom ship portable radio amendment and surrender of a licence – OfW347a

For a quicker service you can make changes directly online at <https://ofcom.force.com/licensingcomlogin>. Registering is easy and we have published guidance to help you. This entitles you to a free licence.

## Who should use this form?

You may use this form to make an amendment or surrender a UK ship radio licence or a UK ship portable radio licence. A separate form should be used for each type of licence. **Only one licence can be applied for on each form.**

Please refer to the 'Ship radio guidance notes' Of168a when filling in this form.

### Conditions

Under the Wireless Telegraphy Act 2006, you must have a licence issued by Ofcom before you establish or use any ship radio and ship portable radio equipment.

### Registering

Please note that ship radio and ship portable radio Licence applicants are encouraged to register and apply for and print their radio licences via the Ofcom website [www.ofcom.org.uk](http://www.ofcom.org.uk).

### Communication preference

Where possible, we send correspondence to licensees electronically. This is quicker for you and cheaper for us. By applying online and providing your email address, we assume that you wish to receive correspondence and notifications relating to Wireless Telegraphy Act licences electronically and not on paper.

If you do not wish to receive documents electronically, you must opt out by ticking the 'Letter' box.

### Completing this form

When completing this application please refer to the notes and complete in dark ink in BLOCK CAPITALS.

All fields are mandatory unless stated otherwise. If you do not provide a telephone number and email, it may delay the processing of this form. If you need to supply further information or clarification, please write on a separate sheet of paper and attach it to this form.

Further information is available in 'Ship radio information' Of19a.

### Important

Maritime radio transmitting radio equipment may be operated only or under the direct supervision of the holder of the appropriate Maritime Radio Operator's Certificate or Competence and Authority to Operate. Details of these are available from the Maritime and Coastguard Agency (MCA).

The radio equipment is covered by this licence must meet certain performance requirements as described in Section 4 of the guidance notes.

### Payment

A fee of £20 will be charged for each ship radio Licence and each ship portable radio Licence. Registering and applying online using the Amateur Radio and ship radio Licensing portal at [www.ofcom.org.uk/manage-your-licence](http://www.ofcom.org.uk/manage-your-licence) is completely free of charge.

Payments must include all bank charges. If Ofcom does not receive full payment, it will return any partial payments received.

### How we use your data

We require this information in order to carry out our licensing duties under the Wireless Telegraphy Act 2006.

Please see Ofcom's General Privacy Statement for further information about how Ofcom handles your personal information and your corresponding right: [www.ofcom.org.uk/about-ofcom/foi-dp/general-privacy-statement](http://www.ofcom.org.uk/about-ofcom/foi-dp/general-privacy-statement)

The information held by Ofcom will be updated as appropriate by relevant numbering records provided by Inmarsat, Accounting Authority Identification Code records by the (Maritime Radio) Accounting Authorities and EPIRP/PLB records provided by the MCA.

The information is provided by Ofcom to the International Telecommunications Union (ITU) and the Maritime and Coastguard Agency (MCA) to assist in Search and Rescue operations and to help ensure that the information held by the ITU and MCA is accurate and up to date. This information may also be provided by Ofcom to law enforcement agencies (such as the police) for crime and taxation purposes as well as the Maritime Administrations MCA Channel Islands and the Isle of Man. We will keep your information confidential and will not disclose it to third parties, except where we are required to do so by law or where we have obtained your consent in advance.

Please note that in general, licensing details of ship portable radio licences are not sent to the ITU.

### For help contact:

Ofcom  
FAO Spectrum Licensing  
PO Box 1285  
Warrington  
WA1 9GL

E-mail: [spectrum.licensing@ofcom.org.uk](mailto:spectrum.licensing@ofcom.org.uk)  
Website: [www.ofcom.org.uk/manage-your-licence](http://www.ofcom.org.uk/manage-your-licence)  
Telephone: 020 7981 3131

## A. Application purpose

If your licence relates to an organisation, go to question A2, otherwise go to A1.

### A1. Name

Title of licensee (eg. Mr, Ms, Dr, Other)

optional

First name

Middle name

optional

Last name

### A2. Organisation

Name of organisation

Organisation contact name

Job title

## B. Amendment/Variation/Surrender of an existing Licence

B1. Licence number

B2. VHF DSC portable radio MMSI number  
(if applicable)

2 3 5 9

### B3.a Ship Radio Licence only:

Call sign

MMSI Number (if applicable)

For an Amendment to an existing Ship Radio Licence go to Section C

For a Surrender of an existing Ship Radio Licence go to Section H

### B3.b Ship Portable Radio Licence only:

'T' Number

T

For an Amendment to an existing Ship Portable Radio Licence go to Section D

For a Surrender of an existing Ship Portable Licence go to Section H

## C. Amendment to radio equipment and vessel name (Ship Radio Licence only)

Complete this section to indicate the quantity of each type of maritime equipment that you intend to use on board the vessel named in Section C. See 'Ship Radio guidance notes for licensing'.

No. (Qty)	Type of equipment	Frequencies (in accordance with the relevant ITU Radio regulations and ITU-R Recommendations)	ITU Category
	VHF fixed	156 to 163 MHz	V
	VHF DSC	156 to 163 MHz	V
	VHF portable	156 to 163 MHz	V
	MF/WT	Radio telegraphy (MF/WT) 415 to 535 kHz	X
	MF/WT	Radio telegraphy (MF/WT) 1,605 to 4,000 kHz	Y
	HF/WT	Radio telegraphy (HF/WT) 4,000 to 27,500 kHz	Z
	MF/RT	Radio telephony (MF/RT) 1,605 to 4,000 kHz	T
	HF/RT	Radio telephony (HF/RT) 4,000 to 27,500 kHz	U
	MF/HF DSC	1,605 to 4,000 kHz and 4,000 to 27,500 kHz	
	AIS transponder	156 to 163 MHz	
	Aeronautical SAR	121.5/123.1 MHz	
	UHF portable	457/467 MHz band (ITU Radio Regulations Article 5.287)	
	Search-and-rescue radar transponder (SART)	9,200 to 9,500 MHz	G
	Radar	2,900 to 3,100 MHz and 9,300 to 9,500 MHz	
	EPIRB	121.5 MHz – see Section 12 of the guidance notes	B
		121.5/243 MHz – see Section 12 of the guidance notes	BC
		406/121.5 MHz – see Section 12 of the guidance notes	EB
	EPIRP	1.6 GHz (L-band) – see Section 12 of the guidance notes (These are becoming obsolete)	F
	PLB	121.5 MHz – see Section 12 of the guidance notes	B
	PLB	406/121.5 MHz – see Section 12 of the guidance notes	EB
	Earth Station in Motion or Earth Station on a Moving Platform (ESOMP)	17.3 GHz to 20.2 GHz 27.5 GHz to 30 GHz	
	Earth Stations in Ku Band (conditions 8 and 9)	14.00 GHz to 14.5 GHz for transmission, 10.70 GHz to 11.70 GHz for reception, operation 12.50 GHz to 12.75 GHz for reception	
	Mobile Communications on Vessels	880 to 915 MHz 1,710 to 1,785 MHz 1,805 to 1,880 MHz	
	ATIS Equipment for travel in RAINWAT countries	156 MHz to 163 MHz	
	Apparatus programmed with 'Channel 31'	157.55 MHz	
	Radar Target Enhancer	2,900 to 3,100 MHz and 9,300 to 9,500 MHz	

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## C. (continued)

No. (Qty)	Type of equipment	Frequencies (in accordance with the relevant ITU Radio regulations and ITU-R Recommendations)										ITU Category
	MOB Device - DSC/Channel 70 you must supply the MMSI assigned by the manufacturer	156 to 163 MHz	9	7	2							V
	MOB Device – AIS you must supply the MMSI assigned by the manufacturer	156 to 163 MHz	9	7	2							V
	AIS MAR Transmitter you must supply the MMSI assigned by the manufacturer	156 to 163 MHz	9	7	0							V
	EPIRB AIS you must supply the MMSI assigned by the manufacturer	156 to 163 MHz	9	7	4							V
	<div>* Satellite Earth Station equipment</div> <div>* Primary Inmarsat mobile no. if known (from terminal activation organisation)</div>											
	Satellite Earth Station – Standard A	1										S
	Satellite Earth Station – Standard B	3										S
	Satellite Earth Station – Standard C	4										S
	Satellite Earth Station – Standard Mini C	4										S
	Satellite Earth Station – Standard F											S
	Satellite Earth Station – Standard M	6										S
	Satellite Earth Station – Standard Mini M	7	6									S
	Other Satellite Earth Station(s)											S

\* If necessary, list additional Inmarsat mobile numbers and Satellite Standard type on a separate page and tick to confirm attachment.

(Receive-only navigational equipment other than radar transponders (e.g. GPS) does not need to be declared on this form.)

### Additional identification numbers

If you require an additional MMSI number supplied only for Portable VHF DSC equipment tick this box

New name of VHF DSC Portable MMSI number vessel (if applicable)

## D. Changes to radio equipment details (Ship Portable Radio Licence only)

Please tick the box in column 4 to indicate the type of equipment to be carried. The Ship Portable Radio Licence authorises only one piece of each type of equipment

1. Equipment	2. Frequency Band (MHz)	3. MMSI (see note) or HEX ID (for 406 MHz EPIRBs)										4. Tick as appropriate		
Hand held VHF radiotelephone	156 to 163	2	3	5	9									
MOB - DSC	156.525	9	7	2										
MOB - AIS	156 to 163	9	7	2										
AIS SAR Transmitter	156 to 163	9	7	0										
EPIRB AIS	156 to 163	9	7	4										
EPIRB or PLB	406 / 121.5													
Personal Locator Beacon	121.5													
Aeronautical SAR equipment	121.5 / 123.1													

### Notes

The Ship Portable Radio Licence does not authorise standalone use of radio apparatus. Apparatus must be used in association with a ship (including small craft such as dinghies and kayaks).

You **must** supply a UK MMSI if there is one. This may have been issued by us or programmed in the set by the manufacturer.

### Hand held VHF radiotelephones

If you do not supply an MMSI for a hand-held VHF radiotelephone (e.g. because it is new or you do not use DSC) we shall issue one. You must ensure that the MMSI used in the apparatus is the one that we assign on the licence.

### MOB and AIS

If you indicate that you will be carrying an MOB DSC, MOB AIS, AIS SAR Transmitter or EPIRB AIS but fail to provide an MMSI for each item carried, we shall contact you for the missing MMSI(s). This may delay your application.

## E. Changes to 406 MHz / 1.6 GHz EPIRB / PLB registration details

Applies to both Ship Radio Licence and Ship Portable Radio Licence

### E1. Fill in all boxes where changes are required:

Tick as relevant      Beacon added ☐      Beacon removed ☐

Beacon type (from the label on the beacon)

Beacon serial number (from the label on the beacon)

Beacon frequency

Beacon manufacture's name

HEX ID (15 characters, if known)

If more than two EPIRBs or PLBs are carried, please add these details of the additional devices at the back under 'Additional Information' clearly indicating all the relevant attributes as indicated above.

**IMPORTANT: The owner should contact the EPIRB REGISTRY if no acknowledgement is received within two weeks.**

### The EPIRB Registry,

HM Coastguard Southern (Falmouth), Pendennis Point, Castle Drive, Falmouth, Cornwall, TR11 4WZ

Tel: +44 (0)1326 211 569 Fax: +44 (0)1326 319 264

Email: UKBeacons@mcga.gov.uk      Website: <http://www.gov.uk/406beacon>

## F. 24-hour emergency contact details

To be completed for both Ship Radio licence and Ship Portable Licence

### F1. Name and address of contact to be used in the event of an emergency (24 hours if possible).

This information **MUST** be supplied and will only be used by Search and Rescue Authorities in an emergency.

Name	<input type="text"/>		
Address	<input type="text"/>	Tel. (home)	<input type="text"/>
	<input type="text"/>	Tel. (business)	<input type="text"/>
	<input type="text"/>	Mobile	<input type="text"/>
Postcode	<input type="text"/>	Fax	<input type="text"/>
Country	<input type="text"/>	Alternative 24-hr emergency Tel.	<input type="text"/>
Email	<input type="text"/>		
Relationship to licensee	<input type="text" value="optional"/>		

## G. Amendment in current licensee name and address information

Fill in all boxes where changes are required.

Note that licences are **NOT** transferable between vessels or persons – please visit the Ofcom website at [www.ofcom.org.uk](http://www.ofcom.org.uk) and apply for a new free lifetime licence for a newly acquired vessel, whether new or old.

Please note that document evidence must be provided for a change of name.

### G1. Licence details

Title of licensee (e.g. Mr, Ms, Dr, Other)	<input type="text" value="optional"/>		
First name	<input type="text"/>	Middle name	<input type="text" value="optional"/>
Last name	<input type="text"/>		

### G2. Change of name documentation

Please tick to confirm you have enclosed a certified copy of your change of name documentation ☐  
(e.g. marriage certificate or deed poll but do not send us the originals documentation, a photocopy or scan is acceptable)

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## G. (continued)

### G3. Licensee address

Address	<input type="text"/>		
	<input type="text"/>	Tel. no.	<input type="text"/>
	<input type="text"/>	Mobile	<input type="text"/>
Postcode	<input type="text"/>	Fax.	<input type="text"/>
Country	<input type="text"/>	Email	<input type="text" value="optional"/>

### G4. Mailing address

Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text"/>

## H. Surrender of a Licence (no longer required)

### H1. Tick all the boxes that apply

Radio sold or passed on	<input type="checkbox"/>	Vessel sold	<input type="checkbox"/>
Radio lost or destroyed	<input type="checkbox"/>	Vessel scrapped	<input type="checkbox"/>
Radio retained	<input type="checkbox"/>	Station de-commission	<input type="checkbox"/>

### H2. If the vessel has been sold, give the details of the new owner (if known)

Title of licensee (e.g. Mr, Ms, Dr, Other)	<input type="text" value="optional"/>		
First name	<input type="text"/>	Middle name	<input type="text" value="optional"/>
Last name	<input type="text"/>		

### H3. Address of new owner

Address	<input type="text"/>	Tel. no.	<input type="text" value="optional"/>
	<input type="text"/>	Mobile	<input type="text" value="optional"/>
	<input type="text"/>	Fax.	<input type="text" value="optional"/>
Postcode	<input type="text"/>	Email	<input type="text" value="optional"/>
Country	<input type="text"/>		



## J. Declaration

By signing this form, I confirm that I have read and understood the notes. Any information provided is correct and complete to the best of my knowledge and belief. I declare that I am responsible for compliance with the licence and control and supervision of the radio equipment which is the subject of the licence and have due authority to make this declaration and sign this application.

I agree to the use of my personal data for the purposes described on page 2 of this form

☐

As the licensee I prefer not to receive electronic correspondence and all licence documentation should be sent to me by post

☐

Signature of licensee

Today's date

D	D	M	M	Y	Y	Y	Y
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Print name

## Where to send this form

Please do not include payment with this form, as you will be invoiced at a later date.

Ensure that you enclose all relevant certification and any attached pages as applicable and send to:

Ofcom

FAO Spectrum Licensing

PO Box 1285

Warrington

WA1 9GL

Email: [spectrum.licensing@ofcom.org.uk](mailto:spectrum.licensing@ofcom.org.uk)

Website: [www.ofcom.org.uk/manage-your-licence](http://www.ofcom.org.uk/manage-your-licence)

Phone: 020 7981 3131

Allow 14 days from posting your application for receipt of your licence.

If you need assistance, then please email [spectrum.licensing@ofcom.org.uk](mailto:spectrum.licensing@ofcom.org.uk).

There is also information available on our website at [www.ofcom.org.uk](http://www.ofcom.org.uk).

