
Royal Ascot 2021

Ascot Racecourse, Berkshire

15th – 19th June 2021

Introduction

Royal Ascot 2021 has once again been designated as a Major Event, where careful control of frequency assignments will need to be implemented in order to establish a successful working system.

The Event will be coordinated by Janelle Jones this year.



Janelle Jones

Our office contact details are:

+44 (0) 207 981 3803 or email pmse@ofcom.org.uk

During the event, Janelle can be on:

Email: Janelle.Jones@ofcom.org.uk

Mobile/Cell: +44 (0) 7545 419776

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1. Application Process

**Completed application forms submitted to Ofcom PMSE by
17th May 2021**



**We aim to issue licences (where applications have been received within the
stated time periods) on or before the 1st June 2021**



Payment **MUST be received before the start of the event, otherwise you will
not be licensed to use frequencies.**

*We accept Debit/Credit Cards, Cheques and Bank Transfers or can take payment from existing
carnets. **Please note that Ofcom PMSE are unable to accept payments made by AMEX.***

Royal Ascot 2021

PMSE spectrum is expected to be in high demand for Royal Ascot so applicants are asked to submit their requests at the earliest possible opportunity from now. It is advisable to submit frequency applications to us by the **17th May 2021**, as applications submitted later than this date may not be accommodated as required.

As Royal Ascot is designated a Major Event, applications for frequencies will not be subject to Ofcom PMSE's usual three working day turnaround rule. All frequency applications will be collated and worked on at the same time in order to achieve the best frequency plan.

Application requests can be submitted via email (along with a completed application form please) to pmse@ofcom.org.uk or using the online Event Application process via the Ofcom PMSE website, once logged in.

Application forms are downloadable from our website at:

<https://www.ofcom.org.uk/manage-your-licence/radiocommunication-licences/pmse/apply-for-a-pmse-licence>

Once there please expand the 'Download PMSE application forms' section and using either 'UHF Talkback licence Application' for radio talkback or 'Multipurpose Coordination Licence Application' for radio mic's, IEMs and cameras.

On receipt of all frequency applications customers will be notified via email that their application has been received. Once applications have been reviewed, customers will be contacted if there are any immediate questions regarding their requirements, or if any relevant information has been omitted.

2. Coordination and Licensing

General Information

In order to implement the best possible frequency plan it is important to specify locations of talkback base transmit antennas, whether on vehicles in the OB Compound or rigged remotely. From a coordination perspective, this information will be helpful in speeding up the licensing process. If the locations of talkback antennas are not provided, Ofcom PMSE will call to obtain this information, which may delay the process.

Information key to the coordination process includes:

- The number of wireless microphones, in ear monitors (IEMs), talkback systems and wireless cameras required
- The full operating frequency tuning range that the equipment will tune across (greater flexibility will aid the coordination process)
- The dates and times that frequencies are needed
- The location of wireless talkback antennas within the stadium
- Location and height above ground level of wireless microphone receive antennas

Such information can be included on the application form or an accompanying email.

When Licences have been processed, a secure payment link will be emailed to the applicant. Once confirmation of payment has been received, the Licence will be issued and emailed to the applicant.

With applications received within the stated time periods will aim to have Licences issued on or before the **1st June 2021**, allowing some time for equipment to be retuned or programmed.

Payment and Licence Documents

It is imperative that we receive payment before your licence is scheduled to start so we can issue your licence documents. To help with this we accept Debit/Credit Cards, and Bank Transfers or can take payment from existing carnets. When paying by debit/credit card you will receive a Secure Trading payment link to your email address. Your licensing documentation will be dispatched upon receipt of payment.

Please note that Ofcom PMSE are unable to accept payments made by American Express/AMEX.

3. Event Time

During the Event it is imperative that all frequencies are used within the terms and conditions of the Licence held. This includes transmission of frequencies only during the times and dates stated on the Licence, not exceeding the designated maximum power, transmitting frequencies only from the location specified on the Licence or as discussed with the Event Coordinator.

If interference is experienced during the event the Event Coordinator will be available to assist during office hours by way of investigating the possible cause of the interference. If the cause is identified the necessary steps will be taken. If interference occurs outside of office hours the Emergency Coordinator will be able to assist and their contact details are available in section 4.

4. Useful Contacts

Event Coordinator Details

Email: Janelle.Jones@ofcom.org.uk

Direct Dial: +44 (0) 20 7981 3893

Mobile/Cell: +44 (0) 7545 419776

Office Details

Our office hours are 09:00 – 17:00, Monday to Friday

Telephone: +44 (0) 207 981 3803

Email: pmse@ofcom.org.uk

For help outside of these hours, please contact our out of hours Emergency Coordinator (Please note there is a £55 premium charge per licence schedule for our out of office hours service)

Emergency contact number: **+44 (0) 7866 423 619**