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## **FA Cup Final 2021**

Wembley Stadium, London

23<sup>rd</sup> May 2021

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## Introduction

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The FA Cup Final is once again designated as a Major Event, where careful control of frequency assignments will need to be implemented in order to establish a successful working system.

This event will once again be coordinated by Justin Whillock.



Justin Whillock

Our office contact details are:

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

During the event, Justin can be contacted on:

+44 (0) 207 783 4399 or email [Justin.Whillock@ofcom.org.uk](mailto:Justin.Whillock@ofcom.org.uk)

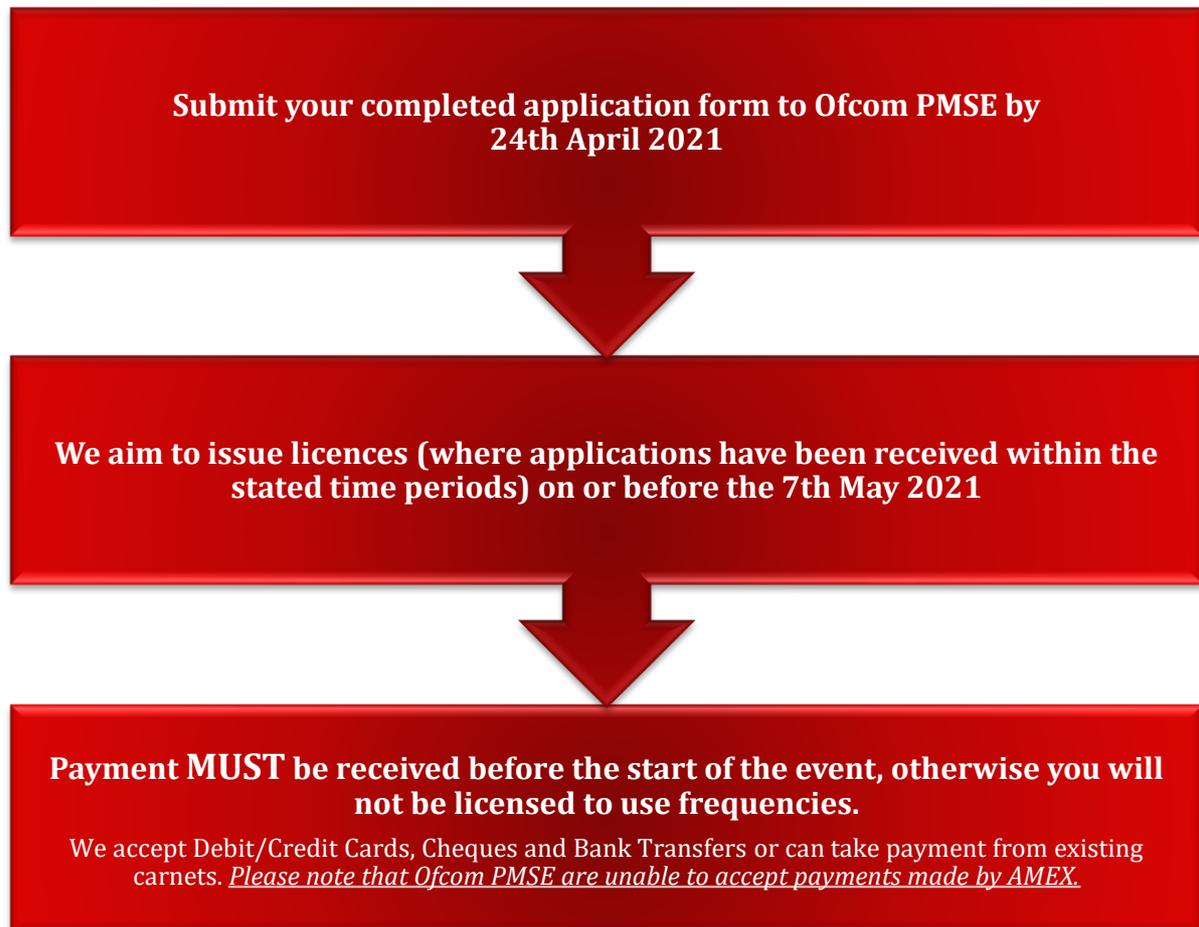
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# 1. Application Process



Talkback spectrum is always in high demand for the FA Cup Final, so applicants are asked to submit their requests at the earliest possible opportunity.

It is advisable to submit frequency applications by **24<sup>th</sup> April 2021**, as applications submitted later than this may not be accommodated as required.

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

Applications can be submitted via the online Event application process, or by submitting an application form in the usual manner to [pmse@ofcom.org.uk](mailto:pmse@ofcom.org.uk).

All application forms are downloadable from our website <https://www.ofcom.org.uk/manage-your-licence/radiocommunication-licences/pmse/apply-for-a-pmse-licence>.

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 concerns regarding their requirements, or if any relevant information has been omitted.

## 2. Coordination and Licensing

### General Information

The two main areas of concentrated talkback use are the OB Compound and the Television Gantry. It is therefore vital from a coordination perspective that the locations of all talkback antennas are made known. If the locations of talkback antennas are not made known, 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 and wireless talkback systems and wireless cameras required
- The frequency range that 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

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. We aim to issue licences on or before **7<sup>th</sup> May 2021** for applications received within the stated time period, thereby allowing sufficient 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, Cheques and Bank Transfers or can take payment from existing carnets. When paying by debit/credit card you will receive a secure 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 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 date 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.

## 4. Useful Contacts

### Event Coordinator Details

E-mail: [Justin.Whillock@ofcom.org.uk](mailto:Justin.Whillock@ofcom.org.uk)

Direct Dial: +44 (0) 20 7783

### Office Details

Our office hours are 9:00 – 17:00 Monday to Friday

Telephone: +44 (0) 207 981 3632

Email: [pmse@ofcom.org.uk](mailto: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 schedule for our out of hours service) on emergency contact number: **+44 (0) 7866 423619**.