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## **Glastonbury 2022**

Worthy Farm, Pilton, Somerset

22<sup>nd</sup> June – 26<sup>th</sup> June 2022

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## Introduction

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Glastonbury festival is the biggest event of the PMSE calendar in terms of allocations made. Returning to Worthy Farm in Pilton, the festival requires extensive co-ordination of wireless systems for acts and broadcasters across the site. Ticketing, organisation and accreditation for the event is the responsibility of Glastonbury Festivals.

Des Vitalis will be leading the coordination and licensing for Glastonbury Festival 2022.



Des Vitalis

On the following pages you will find information relating to Glastonbury which we hope you find useful. This information highlights each stage of the Major Event process from applying through to go live at the event. If there is any additional information you need then please do not hesitate to contact Des, who will be happy to help.

Our office contact details are

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

During the event, Des can be contacted on

+44 (0) 7595 089 421 or email [des.vitalis@ofcom.org.uk](mailto:des.vitalis@ofcom.org.uk)

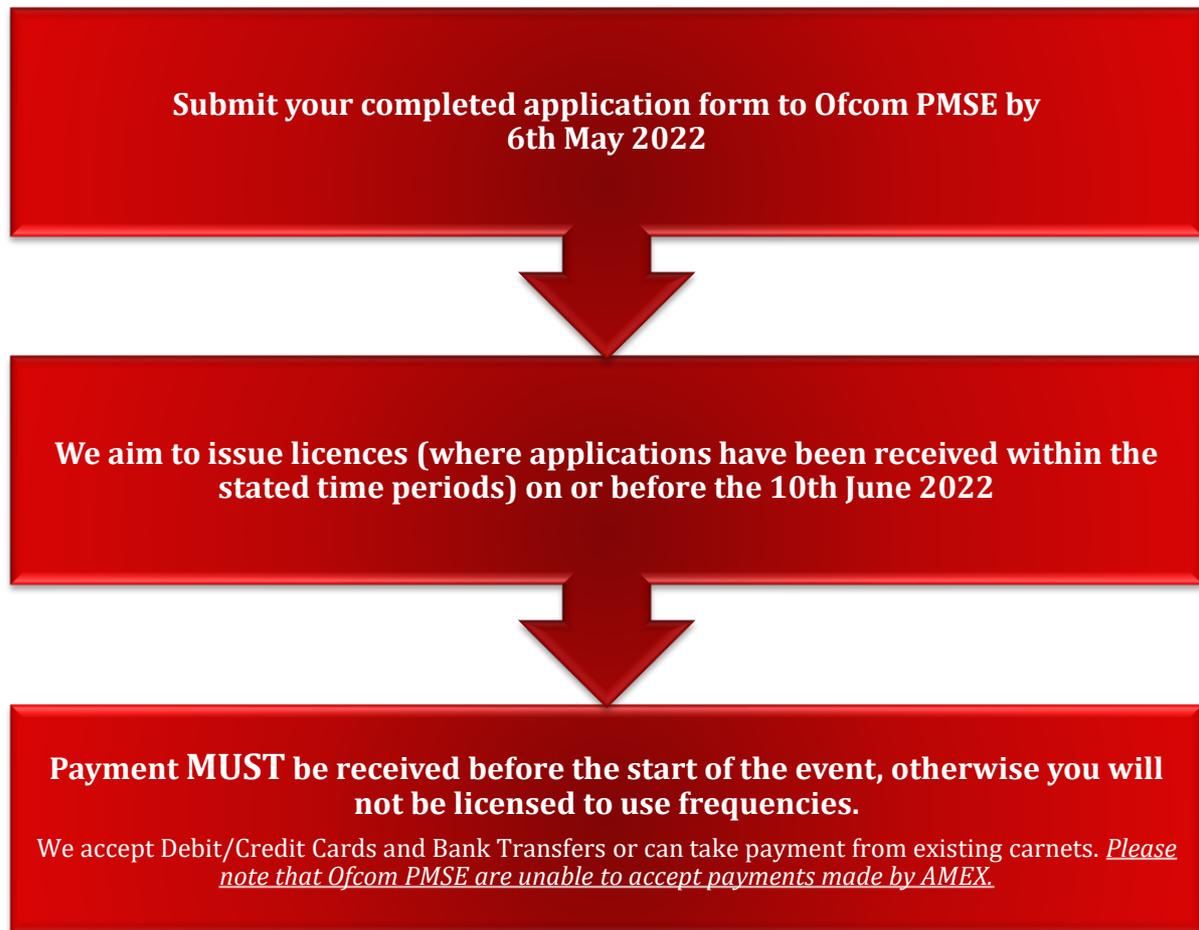
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# 1. Application Process



As Glastonbury 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 allocation plan.

Applications can be submitted via the online Event application process, or by submitting an application form via email. All application forms are downloadable from the Ofcom PMSE website. You will receive a confirmation receipt once your application has been successfully submitted.

Once applications have been reviewed, applicants will be contacted directly regarding any immediate concerns surrounding their individual requirements, or if any relevant information has been omitted.

Key information to include is as follows:

- Names of the act/broadcaster the application is relevant to
- Specific stage/alternative location of use
- Dates and times of use including any sound checks
- The number and type of systems required (Microphone/IEM etc.)
- The tuning capabilities of the kit

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- Any relevant technical details surrounding the equipment, its setup and how it is being used

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

The cut off point for these applications is **6<sup>th</sup> May 2022**; it is advisable to submit requirements as soon as possible to allow sufficient time for coordination and licensing. Applications we receive after this date may not be accommodated as required.

## 2. Coordination and Licensing

### General Information

There will be high demand for microphone and IEM frequencies for Glastonbury, but PMSE will endeavor to satisfy all requirements. The main areas of concentrated spectrum use will be the stages; therefore, it is vital from a coordination perspective that all relevant information is included on application forms; this includes the precise location of talkback antennas. If the locations of talkback antennas are not provided, PMSE will call to obtain this information, which may delay the process.

Information key to the coordination process includes:

- The number of wireless microphones, IEMs and talkback systems and cameras required
- The frequency range that equipment will tune across (greater flexibility will aid the coordination process)
- The act's name, stage, date and time of performance
- The location of wireless talkback antennas within the grounds

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

The use of wireless microphones and IEMs is restricted throughout the UK due to Digital TV carrier signals. The list of available TV channels for these venues can be found on the UHF Mic Planner via the Login page. The availability of these frequencies will be limited due to other licensed users nearby and the digital footprint. You may want to consult this tool before applying.

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 (where applications have been received within the stated time periods) on or before the **10th June 2022**, allowing sufficient time for equipment to be retuned or programmed if necessary.

### 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 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 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 contact details are available in section 4.

## 4. Useful Contacts

### Event Coordinator Details

E-mail: [des.vitalis@ofcom.org.uk](mailto:des.vitalis@ofcom.org.uk)

Direct Dial: +44 (0) 20 7981 3848

Mobile: +44 (0) 7595 089 421

### Office Details

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

Telephone: +44 (0) 207 981 3803

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**.