

Automatic identification systems (AIS) licence application form – OfW450

Who should use this form?

You may use this form to apply for Automatic Identification System licences only.

Conditions

Under the Wireless Telegraphy Act 2006, you must have a licence issued by Ofcom before you establish or use your AIS radio equipment.

Communication preference

Where possible, all correspondence will be sent to licensees electronically. If you do not wish to receive documents electronically, you must opt out by ticking the box against each contact.

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.

Important

When making a new application, you are advised not to commit to the purchase of the equipment until you have received your licence documentation.

We make regulations, which set out the fees for licences to use equipment issued under the Wireless Telegraphy Act. Additionally, information can be found on the Ofcom website detailing how to calculate your licence fee.

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 rights:

www.ofcom.org.uk/about-ofcom/foi-dp/general-privacy-statement

For help contact:

Ofcom
FAO Spectrum Licensing
PO Box 1285
Warrington
WA1 9GL

Email: spectrum.licensing@ofcom.org.uk

Website: www.ofcom.org.uk/manage-your-licence

Phone: 020 7981 3131

Automatic Identification Systems (AIS)

The Automatic Identification System (AIS) is a broadcast transponder system operating in the VHF maritime mobile band. AIS transponder equipment is used on ships and aids to navigation (AtoNs), by Vessel Traffic Services (VTS) and by Maritime Competent Authorities.

Apart from the Class A transponder equipment, which allows fitted vessels automatically to broadcast positional and other navigational information to other ships and to shore, there are several different AIS transponder equipment types, which include:

- **Base Stations:** This transponder equipment is used in shore-side infrastructure by Vessel Traffic Services and Maritime Competent Authorities and allows them to monitor AIS-fitted vessel movements, to communicate with all AIS transponder equipment types, and if suitably authorised, to perform management functions upon the AIS VHF Data Link (VDL).
- **Aids to Navigation ('AtoNs'):** This transponder equipment can be located on shore, such as in a lighthouse, or on the water, such as on platforms or buoys. It allows the transmission of aids to navigation positions to ships and to shore, as well as certain additional information such as the nature and status of the AtoN.

This licence application permits applications for installations of AIS Base Stations and AIS Aids to Navigation (AtoN) equipment only.

Types of AIS Services

In addition to an AIS base station (which transmits its own position), there are three types of AtoNs.

- **Real AtoN** - A real AtoN is a physical aid to navigation (such as a lighthouse or a buoy), which transmits information about itself, including its own position.
- **Synthetic AtoN** - A synthetic AtoN is a station that transmits the details and position of another physical aid to navigation. For example, the position of a marker buoy could be transmitted from a coast station. The AIS plotter will show the position of the buoy.
- **Virtual AtoN** - A virtual AtoN is a station that transmits the position of a hazard or mark, when there is no physical aid to navigation associated with it. This could be a recently wrecked ship, where no marker buoy has been deployed. The AIS plotter will show the position of the hazard.

Frequencies

The use of frequencies allocated to AIS services is agreed on a world-wide basis by the International Telecommunication Union (ITU) of which the UK is a member.

The channels currently allocated for AIS are:

- AIS 1 (161.975 MHz)
- AIS 2 (162.025 MHz)
- VHF channel 70 (156.525 MHz)

Antenna siting

Shared masts with multiple antennas, are commonly used. However, this may cause intermodulation interference problems between different users of the mast. In the event of such a problem we will try to assign an alternative frequency (if it is not an equipment fault) but will not accept responsibility for such interference nor for costs incurred in either changing frequencies or vacating a mast. Please bear this in mind when deciding on your antenna location. Erection of an antenna may require planning permission from your local council.

Radio Equipment Regulations 2017

Radio equipment must comply with the Radio Equipment Regulations 2017 and any relevant UK Radio Interface Requirement published by Ofcom.

From 1 January 2021, and following the end of the Brexit transition period, new rules apply which differ depending on whether goods are placed on the market from this date in Great Britain or in Northern Ireland.

Wireless Telegraphy Act

The Office of Communications (Ofcom) is responsible for regulating the use of the civil radio spectrum in the United Kingdom. Regulation is necessary to extract optimum use from the limited radio spectrum.

The regulations governing maritime radio are, in general, derived from the International Telecommunication Union (ITU) Radio Regulations, relevant EU Directives and the Wireless Telegraphy Act 2006. The Wireless Telegraphy Act makes it an offence to install or use radio transmission equipment without a valid licence.

Under the terms of the Wireless Telegraphy Act 2006, it is an offence to install or use radio apparatus, unless:

- you do so under and in accordance with a licence issued by Ofcom (the Office of Communications); or
- the apparatus is specifically exempt from licensing.

Responsibility for obtaining and paying for a licence rest with the user of the system, not with the supplier of the equipment.

Radio interference

Since the operation of a new system may cause interference to existing users, your supplier may consider it necessary to carry out compatibility tests before you apply for your licence. Once installed and operating, your system must not cause undue interference to any other wireless telegraphy equipment. If it does, you may need to stop operating until the cause of the interference has been rectified. Ofcom cannot offer any protection against interference radiated by other authorised services, or by industrial, scientific, and medical equipment; however, if you do experience interference, please contact us.

The remainder of these guidance notes provide advice on specific questions.

Section A – Application purpose

For a new application, use question A.1 to confirm you want to apply for an Automatic Identification Systems (AIS) radio licence.

If you need to make a change to an existing AIS radio licence, then enter your licence number for question A.2 and follow the guidance. You should then make any necessary contact changes in section B. We will then issue a revised licence with the requested changes.

If you no longer need your AIS radio licence, then you can simply surrender it by providing your licence number and date of surrender in question A.3.

Section B – Customer details

Inform us immediately if any of your contact details change in the future - a failure to do so, may result in your licence being revoked.

B.1 – Existing customers

If you already hold an Ofcom radio licence, you should write your customer reference number in the box provided. Your customer reference number will be quoted in licence documentation or correspondence that we have previously sent to you.

B.2 – New customers

A licence can only be issued to a person with separate legal personality. This can be an individual or a business or other body with its own legal personality. You should complete the appropriate option provided. For a business partnership, limited partnership, trust, syndicate, club, or society without any separate personality, an individual will need be nominated as the licensee – they will hold the licence as a nominated trustee on behalf of the body and be legally responsible for compliance of all terms of the licence.

Changes

The licensee must give prior or immediate notice to Ofcom of any change in details of the name and/or address recorded on page 1 of the licence.

Fees

This licence is currently issued free of charge.

Access and Inspection

The licensee shall permit representatives of Ofcom:

- a) to have access to the Radio Equipment; and
- b) to inspect the licence and the Radio Equipment

at all reasonable times (or when, in the opinion of Ofcom, an urgent situation exists, at any time) for verifying compliance with the terms of this licence.

B.3 – Licensee contact details

If you are applying on behalf of a Limited Company, a Public Limited Company or a Registered Charity, the registered address of the organisation must be used. If you are applying as an individual or on behalf of a non-legal body, enter your main address. We will send licensing documents and correspondence to both contacts entered in question B.4 and B.5.

B.4 – Licence contact details

If the licensee is a business or other body with its own legal personality, you must provide the contact details for an individual that will be responsible for the licence in this section. You can also complete this section where the main point of contact that should receive licensing documentation and correspondence will be different to the licensee.

This individual will receive licensing documentation that does not relate to billing, invoicing, and account queries.

Note: Ofcom may notify licensees of proposals to vary or revoke licences by publishing a general notice on its website and may not individually contact licensees to inform them of our proposal. We therefore urge all licensees to subscribe to receive spectrum updates via email using the following link <https://www.ofcom.org.uk/email-updates>

C.1 – Short-term duration

This question need only be answered if the required duration of the AIS licence is for a period of less than 12 months. You should enter the start and end dates in the format DD-MM-YYYY.

D.1 System details

The service can be a combination of the following options.

Tick all that apply:

- Base Station
- Real Aid to Navigation (AtoN)
- Synthetic Aid to Navigation (AtoN)
- Virtual Aid to Navigation (AtoN)

Section E – Base station details

E.1 Service(s)

The service can be a combination of the following options.

Tick all base station options that apply:

- Transmitting own position
- Transmitting AtoN for own position ('Real AtoN')
- Transmitting AtoN for another position ('Synthetic AtoN')
- Transmitting AtoN for another position ('Virtual AtoN')

E.2 Site address of the base station

The site address is the full postal address for the base station location and is required.

This may be different to the address of the antenna which is also requested in question E.15.

E.3 Provide the name identification of the base stations

If the base station has an identification name, then this should be provided.

E.4 Base station location

The site location refers to the location of your radio base station. The location can either be recorded using longitude and latitude coordinates or a National Grid Reference (NGR).

When provided in NGR format the location is measured to 1 metre accuracy if provided in UK National Grid Format. Please provide the information in the following formats:

National grid Reference (NGR)

e.g., TQ 32284 80497

Latitude/Longitude (WGS84)

e.g., 51o 30' 28" N and 03o 43' 05" W

This information can be checked using suitable GPS equipment (e.g., a Smartphone), a map or using online mapping tool such as UK grid reference finder <https://gridreferencefinder.com/>. This tool and other online support tools that can assist you with the conversion of postal codes into NGRs.

E.5 Base station manufacturer and model

The equipment manufacturer and model number are required.

E.6 Indicate the proposed power

You can enter the power in ERP. This refers to the power output of your base station antenna. ERP is the abbreviation for Effective Radiated Power.

ERP (in a given direction) is the product of the power supplied to the antenna and its gain relative to a half wavelength dipole. The maximum ERP is that in the direction of maximum radiation and is expressed in Watts. The power supplied to the antenna is expressed in the form of peak-to-peak envelope power (PX or pX).

The peak envelope power is defined as the average power supplied to the antenna transmission line by a transmitter during one radio frequency cycle at the crest of the modulation envelop taken under normal operation conditions.

E.7 Antenna type

The type of antenna that is used can influence the coverage and range of the proposed system. Omni-directional is typically used and provides a uniform pattern of coverage in all directions and is the default antenna type. You must specify the type if this is not correct.

E.8 Antenna polarisation

The typical antenna polarisation options are horizontal and vertical.

E.9 Antenna gain relative to a half-wave dipole

The directive gain can be entered in dBd.

E.10 Antenna tilt

This is the angle between the main beam of the antenna and the horizontal plane. It is measured in degrees and will have a positive value if pointing above the horizon or have a negative value if pointing below.

E.11 Antenna azimuth (for directional antenna only)

This question should only be completed if you stated directional antenna in question E.7. Antenna azimuth refers to the direction in which the antenna will be pointing and is measured in degrees east of true north (WGS84).

E.12 Antenna height in metres above ground level

Provide the height in metres to the centre of the antenna above ground level.

E.13 Antenna height in metres above mean sea level

Provide the height in metres to the centre of the antenna above mean sea level.

E.14 Antenna location

You should enter the location of your radio antenna mast. The location can either be recorded using latitude and longitude coordinates or a National Grid Reference (NGR). Refer to question E.4 for more details on the formats.

E.15 Antenna address

The antenna address is the full postal address for the antenna location and is required.

E.16 Is this a shared mast with other users?

This question should be answered and if appropriate provide any other users of the mast in the space provided.

E.17 Is Fixed Access Time Division Multiple Access (FATDMA) required for local transmission?

If you answer 'Yes' then specific timeslots for transmission purposes will be allocated to you.

E.18 Is Fixed Access Time Division Multiple Access (FATDMA) required for remote reservation purposes?

If you answer 'Yes' then you need to provide the following details:

- Maritime Mobile Services Identity (MMSI)
- Ofcom licence number
- Name and location
- Other Information felt relevant for application

E.19 Additional AIS message types required other than Message 4 and Message 20

Message Type 4 is for 'Base Station Report' and Message Type 20 is for 'Data Link Management Message'. All additional AIS message types must be detailed with the justification for use. Your application may be delayed if this information is not given or proves to be inaccurate.

Section F – Real AtoN systems

F.1 Provide details of the Real AtoN service

Tick the appropriate box from the following options:

- a) Transmitting own station
- b) Transmitting AtoN for another position (Synthetic AtoN)
- c) Transmitting AtoN for another position (Virtual AtoN)

F.2 Name of the AtoN

Provide the name of the structure.

F.3 Nature of the AtoN structure

Tick one of the options or if not appropriate then tick 'other' and specify.

F.4 Structure location

Refer to question E.4 for guidance.

F.5 Description of the structure position relative to other graphical or marine features

Space is provided to describe any points of reference, graphical or marine features that help identify the station's position.

F.6 Station monitoring procedures

Select the appropriate option or tick 'other' and specify if something different.

F.7 Station failure notification arrangements

Provide any details of the failure notification arrangements in the box provided.

F.8 Station manufacturer, model, and classification

The equipment manufacturer and model number are required. Three equipment classifications are available, Types I, II or III. Ensure you state the appropriate one.

F.9 Indicate the proposed power

Refer to the guidance under question E.6.

F.10 Antenna type

Refer to the guidance under question E.7.

F.11 Antenna gain relative to a half-wave dipole

Refer to the guidance under question E.9.

F.12 Electronic position fixing device.

Select the appropriate box from the following options:

- GPS
- GLOSNAASS
- GPS/GLOSNAASS (combined)
- Loran-C
- Chayka
- Integrated Navigation System
- Galileo
- Undefined

F.13 Dimensions of the station

Enter the height, width, and length of the AtoN station in metres in the boxes provide.

F.14 Is Fixed Access Time Division Multiple Access (FATDMA) required for transmission?

Refer to the guidance under question E.17.

F.15 Give details of the existing AIS service which will be transmitting Fixed Access Time Division Multiple Access (FATDMA) reservation

Refer to the guidance under question E.18. This is applicable if using equipment classifications Type I, II, or III AtoN in FATDMA mode. Only type III AtoN equipment can operate RATDMA transmission mode as well.

F.16 Additional AIS message types required other than Message 4 and Message 20

Refer to the guidance under question E.19.

Section G and H – Synthetic and Virtual AtoN systems

G.1 & H.1 Details of existing AIS service which will be transmitting this new service

Refer to the guidance under question E.18.

G.2 & H.2 Name of the AtoN structure

Provide the name of the structure.

G.3 Nature of the AtoN structure

Tick one of the options or if not appropriate then tick 'other' and specify.

G.4 & H.3 Structure location

Refer to question E.4 for guidance.

G.5 & H.4 Description of the structure position relative to other graphical or marine features

Space is provided to describe any points of reference, graphical or marine features that help identify the station's position.

G.6 & H.5 Station failure notification arrangements

Provide any details of the failure notification arrangements in the box provided.

Section J – Declaration

The declaration must be completed for every application. If the licence being applied for on behalf of a body, we only require one signature but the individual signing the declaration should have the authority to bind the body.

This individual should be the person who will be responsible for the licence as named in question B.2 (with their contact details provided in question B.4) or identified in question B.5.

A. Application purpose

A.1 To apply for a licence tick this box:

Application for Automatic Identification Systems (AIS) radio licence:

Now complete Sections B and C (short-term only), Sections D, E and F, Section G or H (for AIS transponder type), and Section J.

A.2 For a variation of an existing Automatic Identification Systems (AIS) radio licence:

Provide your licence number here, edit the relevant fields you wish to change and sign the declaration in Section J.

A.3 For a surrender of an existing Automatic Identification Systems (AIS) licence radio licence:

Provide your licence number and sign the declaration in Section J

B. Applicant details

B.1 Customer Reference Number (for existing licensees only)

Now go to question B4

B.2 Licensee - Answer one question only

Who is the licence to be issued to? A licence can only be issued to a person with separate legal personality. This can be an individual or a business or other body with its own legal personality and must be identified in B.2 below. This person is called **the Licensee** and their contact details must be entered in question B.4. The Licensee will be legally responsible for the use of the radio equipment and compliance with all terms of the licence.

Where the Licensee is a business or other body with its own legal personality, you must provide the contact details of an individual that will be responsible for the licence in B.5. You can also complete B.5 where the main point of contact will be different to the Licensee.

B.2.1 - Individual or sole trader

If applying for a licence as an individual, please provide your name here.

If applying as a sole trader, please provide your name and the name of the company you are trading as.

B.2.2 - Business or other organisation

If applying for a licence as a registered company (UK or non-UK based), Limited liability partnership or Scottish partnership, please provide full legal name of the company or partnership and company registration number. The name of the person who is responsible for the licence should be provided in B.5.

Full name of company

Company registration number

B.2.3 – Other legal body B.3)

If applying for a licence on behalf of another body with its own legal personality (such as joint venture or statutory body), please provide the full legal name of the body. The name of the person who is responsible for the licence should be provided in B.5.

Name of other legal body

The company registration (if applicable)

B.2 (continued)

B.2.4 – Non-legal body or organisation

If applying for a licence on behalf of a non-legal body (such as a business partnership, limited partnership, trust, syndicate, club or society), please provide the full name of the nominated trustee that will be legally responsible for compliance with all the terms and conditions of the licence and the name of the body on whose behalf the licence is being applied for.

Name of nominated trustee

Name of non-legal body or organisation on whose behalf the licence is being applied for:

The company registration number (if applicable)

B.3 Licensee contact details

- Companies should use the registered address from [Companies House](#)
- Registered charities should use the address from the [Charity Commission](#)

For all other Licensees, please use your main business address

Trading name or body on whose behalf the licence is being applied for (where applicable):

Address

Telephone

Mobile

Postcode

Email

Country

Please tick here to receive documents by post instead of electronically.

B.4 Licence contact details (where different from above)

This is the person who will be Ofcom's main point of contact and will receive licensing documents.

These may include:

- Validation notice (licence amendment reminder)
- Notice of Proposed Revocation (where applicable)
- Revocation notice (where applicable)
- Surrender letters

Name

Address

Telephone

Mobile

Postcode

Email

Country

Please tick here to receive documents by post instead of electronically.

C. Short-term duration

C.1 Licences can be applied for up to two months in advance of the required date. Short-term licences are available. Please note licence start dates cannot be backdated.

Start date (DDMMYYYY)

End date (DDMMYYYY)

D. System details

D.1 Select the service(s) that is required

Base Station (Answer sections E and J)

Real Aid to Navigation (AtoN) (Answer sections F and J)

Synthetic Aid to Navigation (AtoN) (Answer sections G and J)

Virtual Aid to Navigation (AtoN) (Answer sections H and J)

E. Base station details

E.1 The service can be one off (or a combination) of the following. Tick all that apply

Transmitting own position

Transmitting AtoN for own position ("Real AtoN")

Transmitting AtoN for another position ("Synthetic AtoN")

Transmitting AtoN for another position ("Virtual AtoN")

For applicants intending to operate more than one base station for the same service please complete questions E2 to E19 on a separate form for each base station.

E.2 Site address of the base station

Address

Postcode

Country

E.3 Provide the name identification of the base station

E.4 Base station location

Choose one of the following possibilities to input the data:

UK National Grid Reference

2 letters 5-figure Easting 5-figure Northing

or

Latitude in degrees, minutes and seconds, and longitude in degrees, minutes, and seconds

Latitude °N

Longitude °E/W
 degrees minutes seconds

E.5 Base station manufacturer and model

Manufacturer

Model

E.6 Indicate the proposed power

Effective Radiated Power (ERP) Watts

E.7 Antenna type

E.8 Antenna polarisation

E.9 Antenna gain relative to a half-wave dipole

dBd

E.10 Antenna of tilt (where applicable)

degrees down /up (delete where appropriate)

E.11 Antenna azimuth (for a directional antenna only)

degrees East of True North

E.12 Antenna height in metres above ground level

metres

E.13. Antenna height in metres above mean sea level.

metres

E.14 Antenna location

Choose one of the following possibilities to input the data:

UK National Grid Reference

2 letters 5-figure Easting 5-figure Northing

or

Latitude in degrees, minutes and seconds, and longitude in degrees, minutes, and seconds

Latitude °N

Longitude °E/W
 degrees minutes seconds

E.15 Antenna address

Address

Postcode

Country

E.16 Is this a shared mast with other users?

No

Yes. Provide the names of the other users here:

E.17 Is Fixed Access Time Division Multiple Access (FATDMA) required for local transmission?

No

Yes. Specific timeslots will be allocated.

E.18 Is Fixed Access Time Division Multiple Access (FATDMA) required for remote reservation purposes?

No

Yes. Please include the following:

- a. MMSI
- b. Ofcom licence
- c. Name/Location
- d. Other information

E.19 Additional AIS message types required other than Message 4 and Message 20

Outline each AIS Message Type and justification for use for each message.

F. Real Aid to Navigation (AtoN) service

If you are intending to operate more than one Real AtoN for the same service, then complete this section on a separate application for each Real AtoN.

F.1 Provide details of the Real AtoN service

Transmitting own position

Transmitting AtoN for another position ("Synthetic AtoN")

Transmitting AtoN for another position ("Virtual AtoN")

F.2 Name of the AtoN structure

F.3 Nature of the AtoN structure

Floating

Wind turbine

Lighthouse

Met mast

Beacon

Tidal device

Offshore platform

Other. Please specify:

F.4 Structure location

Choose one of the following possibilities to input the data:

UK National Grid Reference

2 letters

5-figure Easting

5-figure Northing

or

Latitude in degrees, minutes and seconds, and longitude in degrees, minutes, and seconds

Latitude °N

Longitude °E/W
degrees minutes seconds

F.5 Description of the structure position relative to other graphical or marine features

F.6 Station monitoring procedures

Remotely

Electronically

User reporting

Other. Please specify:

F.7 Station failure notification arrangements

F.8 Station manufacturer and model

Manufacturer

Model

Classification *e.g. Type I, Type II etc.*

F.9 Indicate the proposed power

Effective Radiated Power (ERP)

Watts

F.10 Antenna type

F.11 Antenna gain relative to a half-wave dipole

dBd

F.12 Electronic position fixing device

GPS

Integrated Navigation System

Glonass

Surveyed

GPS/ GLONASS (combined)

Galileo

Loran-C

Undefined

Chayka

F.13 Dimensions of the station

Height metres

Width metres

Length metres

F.14 Is Fixed Access Time Division Multiple Access (FATDMA) required for transmission?

No

Yes. Specific timeslots will be allocated.

F.15 Give details of the existing AIS service which will be transmitting Fixed Access Time Division Multiple Access (FATDMA) reservation

- a. MMSI
- b. Ofcom licence
- c. Name/Location
- d. Other information

F.16 Additional AIS message types required other than Message 4 and Message 20

Outline each AIS Message Type and justification for use for each message.

G. Synthetic Aid to Navigation (AtoN) service

If you are intending to operate more than one Synthetic AtoN for the same service then complete this section on a separate application for each Synthetic AtoN.

G.1 Details of existing AIS service which will be transmitting this new service

- a. MMSI
- b. Ofcom licence
- c. Name/Location
- d. Other information

G.2 Name of the AtoN structure

G.3 Nature of the AtoN structure

- | | |
|-------------------|------------------------|
| Floating | Wind turbine |
| Lighthouse | Met mast |
| Beacon | Tidal device |
| Offshore platform | Other. Please specify: |

G.4 Structure location

Choose one of the following possibilities to input the data:

UK National Grid Reference

2 letters 5-figure Easting 5-figure Northing

or

Latitude in degrees, minutes and seconds, and longitude in degrees, minutes, and seconds

Latitude °N

Longitude °E/W
 degrees minutes seconds

G.5 Description of the structure position relative to other graphical or marine features

G.6 Station failure notification arrangements

H. Virtual Aid to Navigation (AtoN) service

If you are intending to operate more than one Virtual AtoN for the same service then complete this section on a separate application for each Virtual AtoN.

H.1 Details of existing AIS service which will be transmitting this new service

- a. MMSI
- b. Ofcom licence
- c. Name/Location
- d. Other information

H.2 Name of the AtoN structure

H.3 Structure location

Choose one of the following possibilities to input the data:

UK National Grid Reference

2 letters 5-figure Easting 5-figure Northing

or

Latitude in degrees, minutes and seconds, and longitude in degrees, minutes, and seconds

Latitude °N

Longitude °E/W
 degrees minutes seconds

H.4 Description of the structure position relative to other graphical or marine features

H.5 Station failure notification arrangements

J. Declaration

I understand and accept the following in relation to this application:

- I have the authority to make this application and sign this declaration.
- By signing this declaration, I confirm that the information I have provided is accurate to the best of my knowledge and I acknowledge that to make a false statement in support of this application may lead to the licence being refused or revoked.
- Ofcom will process personal data provided in this application in accordance with our [General Privacy Statement](#).

I understand and accept the following in relation to any licence that may be issued as a result of this application:

- Any correspondence related to the licence will be sent electronically to the relevant contact(s) identified in the application unless you have opted out of receiving any correspondence electronically. To change your communications options in the future, please contact Spectrum Licensing.
- I will immediately inform Ofcom if there are any changes to the name, email address, telephone number or postal address of any contact(s) identified in the application.
- I, or the body I represent (if any), is responsible for compliance with:
 - » all the terms and conditions of the licence (including in any schedule(s) to the licence and any applicable general licence terms and conditions); and
 - » the control and supervision of the radio equipment authorised by the licence and ensuring any third party in control of the radio equipment is aware of all the terms and conditions of the licence.
- I will immediately inform Ofcom if I need to vary my licence.
- A failure to comply with any of the above points may lead to the licence being revoked as well as other enforcement action including prosecution.

Please provide full name, signature, position in organisation (if applicable) and date to confirm that all the information you have provided is correct and complete to the best of your knowledge and belief at the date of this application, and that you understand and accept all the above points.

Full name

Position in organisation

Signature of applicant

Date of application (DD/MM/YYYY)

Please immediately inform us if any of your contact details change in the future - a failure to do so, may result in your licence being revoked.

Where to send this form

**Please do not include payment with this form, as you will be invoiced at a later date.
A member of the licensing team will contact you to clarify any requirements of this application.**

Ofcom
FAO Spectrum Licensing
PO Box 1285
Warrington
WA1 9GL

If you need assistance, please visit the [Licensing help centre](#)
or email spectrum.licensing@ofcom.org.uk.

There is also information available on our website at: www.ofcom.org.uk