

Ofcom Due Diligence Request Form

Section A Instruction for completing the form

Once a Licence Holder and potential Transferee have agreed, in principle, to a transfer, the potential Transferee may wish to obtain more detailed information about the transfer in order to gain a better understanding of the rights and obligations they intend to purchase. This process is referred to as due diligence.

To facilitate the due diligence process, as explained in the Spectrum Trading statement published in August 2004, Ofcom have developed a brief checklist of matters on which we would be willing to provide information to a Licence Holder, who will then be free to provide this information to potential Transferees. If you want Ofcom to do this Licence Holders should complete this form.

The matters which Ofcom will initially confirm in order to assist Licence Holders are whether or not:

- **Licence holder** – the licence was issued to the licence holder, or all of the Concurrent Licence Holders;
- **Fees** – under Wireless Telegraphy (Licence Charges) Regulations 2005, no fees in respect of the relevant licence remain owing to Ofcom;
- **Fees (instalments)** – any instalments remain outstanding to be paid to Ofcom, under regulation 4(8)(b) of the Wireless Telegraphy (Licence Charges) Regulations 2005, in respect of the relevant licence;
- **Revocation or variation notice** – Ofcom have served a notice, under section 1E(1) of the Wireless Telegraphy Act 1949 on the holder, or concurrent holders, of the relevant licence of a proposal to revoke or vary that licence (but that revocation or variation has not yet been made);
- **Revocation or variation request** – Ofcom has been requested to revoke or vary that licence, or if Ofcom has requested consent to a revocation or variation proposed by Ofcom (but that revocation or variation has not yet been made).

Please send your completed application form to:
Ofcom, FAO Spectrum Licensing, PO Box 1285, Warrington, WA1 9GL.
E-mail: spectrum.licensing@ofcom.org.uk Telephone: 020 7981 3131

How we use your data

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

Section B Licence Holder(s) Details

B.1. Please enter details of the current licence holder.

Title *Forename* *Surname*

Company Name

Town

Postcode

Telephone *Extension/DDI No:*

Facsimile *Email*

B.2. Please enter your Ofcom customer reference number.

Section C Licence Details

C.1 Please provide detail of the licence you wish to provide information on

Licence Number

Licence Type

Section D Declaration from Licence Holder

I confirm that I wish Ofcom to provide information, as identified at Section A of this form.

Date of application

Full name in CAPITAL LETTERS

Signed for and on behalf of the Licence Holder