



Commission for
Communications Regulation

APPLICATION FORM

Application Form for a Radio Link Licence

Document No:	09/89A
Date:	27 November 2009

Notes for Applicants

1. In accordance with the Wireless Telegraphy Act 1926, an appropriate licence must be held to permit possession or use of radio equipment. Possession or use of radio equipment without a licence is an offence which renders the offender liable to prosecution and, on conviction, fines and confiscation of equipment.
2. The licensing of radio link systems is governed by the Wireless Telegraphy (Radio Link Licence) Regulations, Statutory Instruments No. 370 of 2009 (“the Regulations”). Please note that the Regulations should be read in light of the Common Regulatory Framework for Electronic Communications Networks and Services.
3. Licences to keep and have possession of apparatus for wireless telegraphy for fixed radio links are issued by the Commission for Communications Regulation (ComReg).
4. Prior to submitting an application form, applicants are advised to read ComReg’s Guidelines for Radio Link Licences (ComReg document 09/89. In particular, applicants should note the minimum technical requirements that must be met when applying for a radio link licence.
5. To complete the application form, it is necessary that:
 - All sections of this application form are completed in full and be legible (i.e. typed or completed in Block Capitals);
 - All technical information submitted complies with the minimum technical requirements set out in the Guidelines Document 09/89
 - The path calculation information for each radio link and the XML file is electronically submitted to licensing@comreg.ie quoting your unique reference for this application and using ‘LINKXML’ as the email subject field.
 - The declaration form is signed.
6. ComReg may request additional information regarding an application.
7. ComReg will endeavour to process applications quickly and accommodate each applicant’s requirements. However, it should be appreciated that this may not be possible in all cases.
8. Completed signed application forms must be submitted in writing to ComReg, either via post (at address below), facsimile or as a scanned copy via e-mail. Please quote Radio Link Licence Application Form in the e-mail subject field

Licensing Operations

The Commission for Communications Regulation,
Abbey Court,
Irish Life Centre,
Abbey Street,
Dublin 1.

Phone: 01 804 9600 Fax: 01 804 9665 E-mail: licensing@comreg.ie

**APPLICATION FOR A
RADIO LINK LICENCE**

PART 1: General Details

1A: Applicant Contact Details

1. Full Name of the Company, firm or person in whose name the licence is sought:	
2. Registered Number in the Companies Registration Office:	
3. Trading Name: (If different from above)	
4. ComReg Account Number:	
5. Business Address: Address: County & Postcode: Country:	
6. Contact Name¹:	
7. Phone No.:	
8. Fax No.:	
9. E-Mail:	
10. Name and Address to which the licence / correspondence is to be sent: (If different from address given above) Name: Address: County & Postcode: Country:	

¹ Generally this is the person in your organisation to contact in relation to the administration of the licence application.

1B: Technical Contact Details²

1. Name:	
2. Business Address: Address: County & Postcode: Country:	
3. Phone No.:	
4. Fax No.:	
5. E-Mail.:	

1C: Information on General Authorisation³

Under Section 4 (1) of the European Communities (Electronic Communications Networks and Services) (Authorisation) Regulations 2003 (S.I. No. 306 of 2003), any person intending to provide an electronic communications network or service shall, before doing so, notify ComReg of his intention to provide such a service.

Applicants applying for a radio link licence should consult the relevant documents and information available on ComReg's website³ to determine if Notification under the General Authorisation is required.

ComReg is subject to Irish and EU rules on treatment and handling of confidential information, is a 'Public Body' for the purpose of the Freedom of Information Act, 1997 and is bound by this Act in relation to the release of information.

Any personal information which you provide to ComReg will be treated in accordance with the Data Protection Acts, 1988 & 2003.

² If the technical contact person is not the same as the person(s) in the Applicant Details section, the applicant should nominate a technical contact who will be in a position to act for the applicant and to furnish information about the application if called upon to do so.

³ Information on General Authorisation:

http://www.comreg.ie/licensing_and_services/general_authorisation.551.html

PART 2: Technical Information

2A. Summary Information for each Radio Link being applied for⁴:-

Type of Application			Current Licence Number ⁸	Site Sharing?	Dual Polarity	Site A		Site B		Using Adaptive Modulation?	Frequency Band (GHz)	Bandwidth (MHz)
New	Mod ⁵	Rep ⁶				Location A ⁹	Co-located Operator(s)	Location B ⁹	Co-located Operator(s)			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>		

⁴ Where an applicant is applying for more than 10 radio links in a single application, this page is to be copied and completed in respect of each link being applied for.

⁵ Modification (Mod) to an existing licence (eg. swap/upgrade of equipment, increase in bandwidth etc.), with Site A and Site B remaining the same.

⁶ Replacement (Rep) of an existing link licence, with information relating to Site A and/or Site B changing.

⁸ The current licence number **must be provided** if the application is in respect of either a replacement link or a modification to an existing link licence.

⁹ Required information: Site Name & Site Proprietor.

2B. Submission of Technical Details

1. Application Checklist

All applicants are advised to use the application checklist, provided in Annex 1 to this application form, to ensure that the correct technical information is submitted to ComReg.

2. Submission of Path Calculation Information & XML file

For each radio link requested in this application form, applicants are required to:

- Electronically submit path calculations and XML file to licenisng@comreg.ie, using 'LINKXML' as the email subject field.
and
- Provide evidence to support the propagation availability⁷ requested.

Please consult the webpage www.comreg.ie for information on how to create and validate a XML file

The XML file and path calculations submitted to ComReg must appropriately reference this application.

I confirm that I have electronically submitted the *.xml file and path calculations to licensing@comreg.ie	Please tick <input type="checkbox"/>
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⁷ See ComReg Document 09/XX as revised for further information.

PART 3: Declaration Form

DECLARATION BY THE APPLICANT

I have read and understood the Guidelines for applicants for radio link licences (ComReg document 09/89 as revised) and I confirm that this application complies with the minimum technical requirements as set out in that document.

I accept that the Commission for Communication Regulations “ComReg” may publish information relating to licensed radio links and that certain information relating to any licence issued pursuant to this application may be contained in any such publication.

I agree to comply fully with all the terms and conditions of the licence, if granted, in accordance with the Wireless Telegraphy (Radio Link Licence) Regulations, S.I. 370 of 2009.

While ComReg will endeavour to minimise the potential for interference, I accept that ComReg will not be liable for any interference received from other licensed users and that I will comply with whatever ComReg requests in preventing interference being caused by this radio link(s) to other licensed users of the radio spectrum.

I accept that a licence does not confer any right of ownership of the frequency spectrum. It allows the assigned frequency channel to be used during the term of the licence in accordance with the conditions of the licence.

I certify that all information provided on this form, including all documentation attached, is true and accurate.

Signature of Applicant: _____

Name in Block Letters: _____

Date: _____

(If applicant is a company, please state position held):

PART 4: FEES

4A. Fees

Full details of the applicable fees for Radio Link Licences are available in the Guidelines Document (09/89) Section 5.8

4B. Methods of Payment

Cheque / Postal Order	Cheques / Postal Orders should be crossed and made payable to <i>The Commission for Communications Regulation</i>
Bank Transfer / Electronic Funds Transfer (EFT)	<p>Transfers to ComReg’s account should be made to:</p> <p style="padding-left: 40px;">Bank of Ireland, 6 Lower O’Connell Street, Dublin 1. Account Number: 17806887 Sort Code: 90-00-33 BIC Code: BOFIIIE2D IBAN No: IE62 BOFI 9000 3317 8068 87.</p> <p>If making a bank transfer/EFT, please ensure that:</p> <ul style="list-style-type: none"> · Your Bank quotes your Name and “Radio Link Licence Application” in making the transfer to ComReg. · You forward details of the date of and amount of payment to our Accounts Department (accounts@comreg.ie).
Credit Card	<p>Credit card payments can be accepted</p> <ul style="list-style-type: none"> ○ By completing the Credit Card payment form below <p>For existing ComReg account holders accepted, payments can made</p> <ul style="list-style-type: none"> ○ Over the telephone - contact accounts at 01 8049618 ○ On-Line, using www.licensing.comreg.ie

Credit Card Payment Form:

Type of Card: **Visa** **Access / MasterCard** **Laser**

Card Number : ___ ___ ___ / ___ ___ ___ / ___ ___ ___ / ___ ___ ___

Cardholder’s Name: _____

Cardholder’s Address: _____

Expiry Date: ___ ___ / ___ ___

Signature: _____ Date: _____

ANNEX 1: Application Checklist

Submission of Radio Link Application

Before submitting a point to point link application, ComReg advises applicants to use the checklist below to assess whether they are submitting the correct radio link technical information to ComReg.

Table 1: Application Checklist

Item	Issue	Confirmed
1.	All data provided for Site co-ordinates is accurately sourced, preferably from GPS readings taken at precise mast locations;	<input type="checkbox"/>
2.	High/Low checks have been carried out at all sites and confirmed,	<input type="checkbox"/>
3.	If applicable, a preferential channel has been requested;	N/A <input type="checkbox"/>
4.	Requested availability level for a specified link is in accordance with the minimum requirements.	<input type="checkbox"/>
5.	The EIRP requested is the minimum necessary to achieve the required availability;	<input type="checkbox"/>
6.	All radio, antenna and feeder equipment have correct ComReg Reference Codes, which can be obtained from the ComReg equipment reference database ⁸	<input type="checkbox"/>
7.	Information contained within the XML file corresponds fully with the path calculation of the engineering report, with particular regard to:	
	• Site Co-ordinates,	<input type="checkbox"/>
	• Equipment Details,	<input type="checkbox"/>
	• Antenna Details,	<input type="checkbox"/>
	• Polarisation,	<input type="checkbox"/>
	• System Losses,	<input type="checkbox"/>
	• Link Capacity,	<input type="checkbox"/>
	• Bandwidth Requested.	<input type="checkbox"/>

⁸ http://www.comreg.ie/licences/equipment_reference_codes.601.erc.html