



# Application for apparatus licence(s)

(In accordance with section 99 of the *Radiocommunications Act 1992*)

## Instructions for completion

- Print clearly – illegible, unclear or incomplete application forms may delay processing.
- A separate application form is required for each type of licence sought. However, more than one licence of the same type may be applied for on a single application form.
- If applying for a Maritime Ship, Amateur, Outpost or Scientific licence using standard frequencies, please complete this form and return it with the

appropriate fee to any ACA office. If you are applying for any other type of licence, or frequency for your own use, you need to complete this form and an 'Additional Station Information' form RF 77.

- Some organisations providing safety of life service may qualify for a licence fee concession, exemption or discount. For further information contact any ACA office.

## Disclosure of Personal Details

Information provided by the applicant in a field of this form that is marked with an asterisk (\*) is required, by section 147 of the *Radiocommunications Act 1992*, to be disclosed to the public by the ACA in a Register of

Radiocommunications Licences. The ACA will disclose the contents of the Register by making it available for inspection at any ACA office, over the Internet and through the sale of a CD-ROM.

## Required Licence Period

Licences issued for periods up to and including one year must be paid for in full at time of application. Licences issued for longer periods may be paid for in full at time of application, or by annual instalments.

**Licences are usually issued for 1 year. If licences are required for periods other than 1 year, please specify the period:** (UP TO 5 YEARS)

**If you would like licence(s) to have a particular expiry date please specify here:**

## OFFICE USE ONLY

Date

Client number

Correspondence number

Transaction number

Licence number(s)

## Time Box

*Please provide an estimate of the time taken to complete this form.*

Include:

- The time actually spent reading the instructions, working on the questions and obtaining the information.
- The time spent by all employees in collecting and providing this information.

 HRS |  MIN

## Applicant's details (a licence must be held by either an individual or an incorporated body)

**Client number\*** (IF KNOWN)

**Name\*** (OR CONTACT NAME IF AN ORGANISATION)

SURNAME
GIVEN NAMES

**Organisation name\*** (IF APPLICABLE)

**ACN\*** (IF APPLICABLE)

**ABN** (IF APPLICABLE)

**Trading name\*** (IF APPLICABLE)

**Email address**

**Postal address\***

POSTCODE

**Residential or business address**

IN THE EVENT THAT NO POSTAL ADDRESS IS PROVIDED THE RESIDENTIAL OR BUSINESS ADDRESS WILL BE TAKEN AS THE POSTAL ADDRESS AND THE ABOVEMENTIONED DISCLOSURE PROVISIONS WILL APPLY

POSTCODE

**Telephone**

WORK
HOME
MOBILE
FACSIMILE

## Client type

TICK RELEVANT BOX

- Commonwealth department
- Other Commonwealth agency
- Local government
- State government

### Private Sector

- Company
- Community/volunteer group
- Person

## Industry category

TICK BOX DESCRIBING YOUR PRIMARY FUNCTION

- Agriculture, forestry and fishing
- Communications services
- Construction
- Electricity/gas/water supply
- Education
- Finance and insurance general
- Government
- Health services
- Mining
- Manufacturing
- Recreational and amateur activities
- Safety services
- Transport and storage
- Wholesale/retail trade
- Other

**Type of Licence\***

Information on licence types, licensing options within licence types and fees payable maybe obtained from any ACA office. Please complete this section by indicating the licence type and option being applied for, as well as the number of licences required. If you are unsure of the licence type or option please describe your service in the box provided.

**Licence Type**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Aeronautical  | <input type="checkbox"/> Fixed Receive       | <input type="checkbox"/> Public             |
| <input type="checkbox"/> Aircraft      | <input type="checkbox"/> Land Mobile         | Telecommunication Service                   |
| <input type="checkbox"/> Amateur       | <input type="checkbox"/> MDS                 | <input type="checkbox"/> Radiodetermination |
| <input type="checkbox"/> Broadcasting  | <input type="checkbox"/> Major Coast Receive | <input type="checkbox"/> Scientific         |
| <input type="checkbox"/> Earth         | <input type="checkbox"/> Maritime Coast      | <input type="checkbox"/> Space              |
| <input type="checkbox"/> Earth Receive | <input type="checkbox"/> Maritime Ship       | <input type="checkbox"/> Space Receive      |
| <input type="checkbox"/> Fixed         | <input type="checkbox"/> Outpost             |   |

**Number of Licences**

**Indicate Licensing Option (IF APPLICABLE)**

**Description of Service**

**Station Details (for Maritime Ship, Amateur or Aircraft Stations only)**

**Maritime Ship Station Only**

**Ship Name\*** (OR IF NO NAME, PROVIDE REGISTRATION NUMBER)

**Note:** A Maritime Ship apparatus licence is only required for vessels carrying MF/HF marine radio equipment and/or vessels subject to the Navigation Act 1912.

Is the ship subject to annual survey by the Australian Maritime Safety Authority and compulsory carriage of radiocommunications equipment under the Commonwealth Navigation Act 1912?  YES  NO

**Amateur Station Only**

**Applicant**

**Qualifications**

CERTIFICATE TYPE

**Certificate Number**

**Aircraft Station Only**

**Aircraft Registration Markings**

**Note:** An Aircraft apparatus licence is only required for aircraft stations using individually assigned (ie non-standard) aeronautical frequencies.

**Applicant's declaration**

I declare that the information provided by me in this application, and in any accompanying documents, is true and correct in every detail and that the equipment to be employed is of a type accepted by the ACA for licensing purposes.

**Signature**

**Date**



PRINT NAME

POSITION IN ORGANISATION (IF APPLICABLE)

**ACA Offices**

**NSW Regional Office (including the Canberra Operations Centre, the Newcastle Operations Centre and the Coffs Harbour Operations Centre)**  
Level 2, 55 Clarence Street  
(GPO Box 5295)  
SYDNEY NSW 2001  
Telephone: (02) 9245 4000  
For calls outside the Sydney area: 1300 850 115  
Facsimile: (02) 9245 4099  
Email: nswro@aca.gov.au

**Northern Australia Regional Office (including the Darwin Operations Centre and the Townsville Operations Centre)**  
2nd Floor, Cairns Commonwealth Centre,  
104 Grafton Street  
(PO Box 1225)  
CAIRNS QLD 4870  
Telephone: (07) 4048 7444  
For calls outside the Cairns area: 1300 850 115  
Facsimile: (07) 4048 7400  
Email: naro@aca.gov.au

**Southern Australia Regional Office (including the Adelaide Operations Centre, the Hobart Operations Centre and the Wodonga Operations Centre)**  
15th Floor, 200 Queen Street  
(PO Box 13120, Law Courts)  
MELBOURNE VIC 8010  
Telephone: (03) 9963 6988  
For calls outside the Melbourne area: 1300 850 115  
Facsimile: (03) 9963 6989  
Email: saro@aca.gov.au

**Southern Queensland Regional Office (including the Rockhampton Operations Centre)**  
424 Upper Roma Street,  
Brisbane Qld 4001  
(PO Box 288,  
RED HILL QLD 4059)  
Telephone: (07) 3247 7111  
For calls outside the Brisbane area: 1300 850 115  
Facsimile: (07) 3247 7100  
Email: sqro@aca.gov.au

**Western Australia Regional Office**  
12th Floor,  
Septimus Roe Square,  
256 Adelaide Terrace, Perth  
(PO Box 6189)  
EAST PERTH WA 6892  
Telephone: (08) 9461 2111  
For calls outside the Perth area: 1300 850 115  
Facsimile: (08) 9461 2100  
Email: waro@aca.gov.au

**Further Information**

- More information on licence types and fees can be found in the publication Apparatus Licence Fee Schedule, available from any Area Office or on the Internet at <http://www.aca.gov.au>
- Completed forms should be forwarded with the appropriate fee to any ACA office.
- Cheques or money orders should be made payable to the Australian Communications Authority.