

Ship Radio Licence Application Form

General information

A Wireless Telegraphy Act Ship Radio Licence covers the use of all Maritime transmission equipment, including E.P.I.R.B.s and RADAR, on-board United Kingdom vessels.

Before completing this form, please read the accompanying guidance notes.

Please ensure that this application form is completed fully. Your application may be returned to you if it is not.

Important

- 1 Maritime Radio transmission equipment may be operated only by or under the direct and personal supervision of the holder of the appropriate Maritime Radio Operator's Certificate of Competence and Authority to Operate. Details of these are available from the Maritime and Coastguard Agency (MCA). See Section 15.0 of the guidance notes.
- 2 Radio equipment covered by this licence must meet certain performance requirements as detailed in Section 4.0 of the guidance notes.

Please use **BLOCK CAPITALS** and black ink throughout this form.

The Data Protection Act 1998

The information on this form is being collected on the authority of Ofcom (the Office of Communications) and is to be processed for the purpose of issuing a Ship Radio Licence. Authority for disclosure remains with Ofcom and any request for information must be made in writing to:

Ofcom

The Data Protection Officer
Riverside House
2a Southwark Bridge Road
London SE1 9HA

This information will be made available to the International Telecommunication Union and the Maritime and Coastguard Agency (in order to assist in Search and Rescue operations). It will also be released to the Police during the course of an official investigation, as well as to the Marine Administrations of the Isle of Man and Channel Islands.

Section 1 Licensee details

1a Surname of licensee

Initials

Title (e.g. Mr, Mrs, Miss, Ms, Dr, other)

Or if vessel is company owned
(see Section 10.6 of the guidance notes)

1b Company name

Name of company contact

1c Licensee address

You must detail your permanent address or if this application is made on behalf of an organisation, the organisation's registered address.

Address

Postcode

Tel

Fax

E-mail

1d Mailing address (if different from above)

Only the validation document will be sent to this address.

Address

Postcode

1e Description of licensee

Please tick one box only.

Examples of 'other organisations' include corporations, local authorities and unincorporated registered charities.

Private individual

Government department

Partnership

Company (Please state the company registration number)

Other organisation

Registered charity. You must state registered charity number and supply a copy of the registration certificate.

Section 2 Vessel details

2a Name of vessel

2b Has the vessel previously been issued with a ship radio licence?

Yes

Go to **Question 2c**

No

Go to **Question 2e**

Don't know

Go to **Question 2e**

2c Please state the vessel's callsign

See Section 5.0 of guidance notes.

2d Please state the vessel's MMSI number
See Section 6.0 of guidance notes.

2e Have you changed the vessel's name Yes No
If yes, please state previous name.

2f Please state previous owner's name and address
If you are the vessel's first owner, please write N/A.

Name

Address

Postcode

2g If you intend to use a portable DSC radio on-board was it: Purchased brand new?
 Purchased secondhand?

2h If you purchased it secondhand, state the portable MMSI number(s)
If there is more than one portable MMSI number, please list the numbers on a separate sheet of paper and attach it to this page of the form.

2 3 5 9

2i Please indicate the intended use of the vessel Pleasure
 Fishing
 Merchant
Other (please give details)

2j Please state type of vessel
E.g. yacht, motorboat, trawler, etc.

2k What is the vessel's gross tonnage or if an open boat the vessel's approximate weight?
One ton equals 100 cubic feet.

2l Please state the maximum number of persons carried
(passengers plus crew)

2m Does the vessel have lifeboats? Yes No
If yes, how many?

2n Does the vessel have a selcall number Yes No
If Yes, please state the selcall number
If No, do you require a selcall number? Yes No
Selcall numbers are only issued to commercial vessels.

2o If you have an agreement with a Maritime Radio Accounting Authority (MRAA), please give its Accounting Authority Identification Code (AAIC)

If the vessel is registered with an official body, please supply the following details (see Section 10.1 of the guidance notes). If not go to Section 3. Please note that Ofcom cannot licence vessels registered in countries other than the UK, Isle of Man and the Channel Islands.

2p Please supply the following details:

Port of registry

Official number

Small Ship Registry (SSR) number

Fishing vessel identification number

Section 3 Radio equipment details

Please complete this section to indicate the quantity of each type of maritime radio equipment that you intend to use on board the vessel named in Section 2. If you declare that you have equipment requiring a MMSI number, you will automatically be issued with one. Owing to MMSI numbers' restricted availability, they will be issued only where a vessel has equipment that requires them. See Section 2 of the guidance notes.

Quantity carried	Type of equipment	Frequencies used	ITU category
	VHF fixed	156 to 163 MHz	V
	VHF DSC fixed		
	VHF portable	156 to 163 MHz	V
	VHF/DSC portable		
	MF/HF	Telegraphy (MF/WT) 415 to 535 kHz	X
		Telegraphy (HF/WT) 1,605 to 4,000 kHz	Y
		Telegraphy (HF/WT) 4,000 to 27,500 kHz	Z
		Telephony (MF/RT) 1,605 to 4,000 kHz	T
		Telephony (HF/RT) 4,000 to 27,500 kHz	U
	MF/HF DSC		
	AIS transponder		
	Aeronautical SAR	121.5/123.1 MHz	
	UHF portable		
	Search-and-rescue radar transponder	9,200 to 9,500 MHz	G
	Radar	2,920 to 3,100 MHz, 9,320 to 9,500 MHz	
	EPIRB	121.5 MHz – see Section 14 of the guidance notes	B
		121.5/243 MHz	BC
		406/121.5 MHz – see Section 14 of the guidance notes	E
		1.6 GHz (L-band) – see Section 14 of the guidance notes	F
	PLB	406/121.5 MHz – see Section 14 of the guidance notes	
	Satellite Earth Station – Standard A		S
	Satellite Earth Station – Standard B		S
	Satellite Earth Station – Standard C		S
	Satellite Earth Station – Standard F		S
	Satellite Earth Station – Standard M		S
	Satellite Earth Station – Mini M		

Receive-only navigation equipment other than radar transponders (e.g. GPS) does not need to be declared on this form.

Section 4 EPIRB/PLB registration

See Section 14 of the guidance notes.

To be completed by the EPIRB/PLB owner:

	Device 1	Device 2
Category of beacon	<input type="checkbox"/> EPIRB <input type="checkbox"/> PLB	<input type="checkbox"/> EPIRB <input type="checkbox"/> PLB
Beacon manufacturer's name	<input type="text"/>	<input type="text"/>
Beacon type <i>(from the label on the beacon)</i>	<input type="text"/>	<input type="text"/>
Beacon serial number <i>(from the label on the beacon)</i>	<input type="text"/>	<input type="text"/>
Hex ID (15 characters) <i>(from the label on the beacon)</i>	Device 1 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Device 2 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

If the vessel carries more than one EPIRB or PLB, please note the details of the additional devices on a separate sheet of paper and attach it to this page of the form.

IMPORTANT: Please contact the EPIRB Registry if you do not receive an acknowledgement within two weeks:

The EPIRB Registry

HM Coastguard Southern (Falmouth)
Pendennis Point
Castle Drive
Falmouth
Cornwall TR11 4WZ

Tel: 01326 211 569

Fax: 01326 319 264

Section 5 Additional information

The following information is collected for inclusion on the International Telecommunication Union's (ITU) MARS Database – see Section 11 of the guidance notes. This information is not mandatory, and failure to supply it will not prevent the Radio Licensing Centre from issuing a licence.

National telex number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
General classification	<input type="text"/> <input type="text"/>
Individual classification	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Nature of service	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Services available	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Hours of service	<input type="text"/> <input type="text"/> <input type="text"/>

Section 6

24-hour emergency contact details

This information **MUST** be supplied and will only be used by search-and-rescue authorities in an emergency.

If you do not have a contact, please write 'None'.

Name

Address

Postcode

Tel

Fax

E-mail

Section 7

Payment details

Please see **Section 8** of the guidance notes.

A separate licence fee is payable for each vessel or portable item of radio equipment being licensed. Licence fees are as follows:

A separate licence fee is payable for each vessel being licensed	Ship Radio Licence	£20
Charity vessels only (<i>Please refer to Section 9.0 of the guidance notes</i>)	Concessionary fee	£10

Note:

The Radio Licensing Centre has been appointed as agent to distribute Ship Radio licences on behalf of Ofcom (the Office of Communications).

To comply with the requirements of the Criminal Procedure and Investigations Act (CPI) 1996, all telephone calls to the Radio Licensing Centre are recorded.

Please print your name and customer reference number, if applicable, on the reverse of your cheque or postal order.

All payments must be in sterling and should be one of the following types:

- a cheque drawn on a UK clearing bank (must be in sterling with a UK sort code and account number);
- a postal order;
- an international bank draft drawn against a UK clearing bank, bearing the bank's sort code; or
- Mastercard, Visa, Switch or Visa Delta.

BACS transfer credits are not accepted.

If you wish to pay by credit or debit card please provide the following details:

Type of card

Card number

Expiry date

Name of cardholder

If Switch, issue no. or 'valid from' date

Please **do not** send your card.

Future renewal payments

For future renewal payments you have the option of automatic payment by Direct Debit instruction with your bank or building society. Paying by Direct Debit means that you will not have to amend your instruction whenever there is a change in the licence fee. If you wish to pay by this method, please tick this box and the Radio Licensing Centre will send you a Direct Debit form. Please note you cannot pay for this year's licence by Direct Debit.

Declaration

I have read and understood the guidance notes and have fully and accurately completed this application form to the best of my knowledge.

I declare that the body (if any) I represent will be responsible for compliance with the licence and will have control and supervision of the equipment, and that I have due authority to make this declaration and to sign this application on its behalf.

Signature of applicant/licensee

Date of application

 / /

Full name in (in block capitals)

Name of organisation

Position held

The information given on this form is to be processed for the purpose of approving this application and issuing a radio licence.

Where to send this form

When you have completed this form please send it, together with your cheque or postal orders for the current fee, made payable to 'Ship Radio Licensing' and crossed 'A/C Payee' to:

Radio Licensing Centre

PO Box 1495

Bristol

BS99 3QS

Tel: 0870 243 4433

Fax: 0117 921 8444

Minicom: 0117 921 9550 (for hearing impaired customers **only**; special equipment required)

E-mail: radio.licensingcentre@royalmail.com

Website: www.radiolicensingcentre.co.uk

FOR OFFICIAL USE ONLY

Ship Radio licence:

Callsign

Fixed MMSI

Portable MMSI

2 3 5 9

Date issued

Customer reference number

Officer's signature