

Application for Amateur Radio (Foundation) Licence

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Notes

Conditions

Under the Wireless Telegraphy Act 1949 a licence issued by the Secretary of State is required before any person may establish or use any station for wireless telegraphy or install or use any apparatus for wireless telegraphy in the UK and UK territorial waters.

To be eligible for an Amateur Radio (Foundation) Licence you must:

- have attended the Foundation Licence training course have obtained a course completion slip
- have passed the Foundation Radio Amateurs' Examination

For an Amateur (Foundation) Licence Class B licencees (Full and Intermediate) must

- have passed the Foundation Morse Assessment and
- have been a Class B licensee for at least a year

Publication of name and mailing address

The Radiocommunications Agency permits publication of your name and mailing address in a call book, if you have consented by ticking the appropriate box.

If you have not consented, only your call sign will be published. If this call book is compiled, stored and published by a third party, either in written form or by "read only" computer disks, it will be made clear to the third party that the information will be disclosed to it for the publication of a call book and for no other purpose.

Renewal payments

Please note that Licences are free to the under 21's and from 1 April 2001 to those aged 75 years or older. If you are under 21 or 75 and over at the time of renewal, you only need to sign and return the Remittance Advice Note to indicate that you wish to continue.

Requesting a call sign

If you would like to request a particular call sign in the current series of call signs, you may do so at the call sign section overleaf. Before filling this in, you should telephone RLC to check that the call sign is available. The call sign will only be issued to you once your full application is received by them and call signs are issued on a "first come first served" basis. Please note that if you previously held a call sign, this will be re-issued to you and you will not be able to request another call sign.

How to pay

Please enclose a cheque or Postal Order for the fee valid at the time of application made payable to Radio Licensing Centre and crossed "A/C Payee". Please print your name and customer reference number on the reverse of your cheque or postal order. Do not send cash. If you wish to pay by credit/ debit card please provide the following details:

Туре	
Card number	
Expiry	
Card holder	
Issue date	
(if applicable)	

The following cards are currently accepted: Mastercard, Visa, Switch, Visa Delta.

Please do not send your card.

Future renewal payments

For future renewals you have an option of automatic payment made by Direct Debit Instruction with your bank or building society. Paying by Direct Debit means 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 the appropriate box on the form.

Where to send this application

The completed form should be sent to:

Radio Licensing Centre

P.O. Box 884 Bristol BS99 5LF

Please ensure you enclose:

- Licence fee (see "How to pay" above),
- Foundation Licence Training Centre completion slip Foundation Licence only:
- your Foundation Morse Assessment pass slip (originals only, photocopies are not acceptable) which will be returned to you.

If you are a Class B licensee applying for an Amateur Radio (Foundation) Licence, please ensure you have given your call sign overleaf as well as enclosing your Foundation Morse Assessment slip.

Please allow 14 days from posting your application for receipt of your licence.

Helpline

If you have any enquiries regarding your application please contact the Radio Licensing Centre (0117) 925 8333.

Our lines are open from 9.00am - 5.00pm Monday - Friday. An answerphone service is available outside office hours. Minicom number (0117) 921 9550.

In order to comply with the requirements of the Criminal Procedure and Investigations Act (CPI) 1996, all telephone calls to the Radio Licensing Centre are recorded. If you would prefer to write, please write to the above address.

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Date validated	minutes a Appet he spil
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Officer's signature	