



Application for Amateur Radio (Foundation) Licence

Please refer to the notes overleaf and complete in dark ink in BLOCK CAPITALS

Details of applicant

Name _____

Title ___ Initials ___ Surname _____

Mailing address _____

Postcode _____

Telephone (Please include dialling code) _____

Home _____ Work _____

Date of birth _____

Main station address

(if different from mailing address)

Postcode _____

Licence details

Type of licence required

Foundation

Previous call sign

If you are applying for a Foundation licence and you have held a Class B licence or Class B Intermediate for at least one year please give your Class B call sign

Date of issue _____

Qualifications (tick those that apply)

(Please send originals as photocopies are not acceptable)

Pass in Foundation Examination

Pass in Morse assessment test

Holder of Class B full licence for 1 year

Call sign

If you would like to request a particular call sign, please provide details below. If you do not want to request a call sign you will be automatically allocated one by the system. (see notes overleaf)

Call sign _____

Call books

Do you wish your name and address to be published? (see notes overleaf)

Yes No

Renewal payments

In future I wish to pay my renewal fee by:
(see notes overleaf) If you select to pay by Direct Debit a bank payment instruction will be sent to you.

Direct debit

Cheque/postal order/credit card/debit card

Declaration

If you provide false information you may invalidate your application and be liable for prosecution.

I certify that the information I have given is correct to the best of my knowledge.

Name _____ Signed (Applicant) _____ Date _____

If you are under 18 years of age the signature of your parent or guardian is required

_____ Signed (Parent or Guardian) _____ Date _____

The information given on this form is subject to the provisions of the Data Protection Act 1998 and will be used in accordance with the appropriate entry attributed to the Radiocommunications Agency in the register of Data users and Computer Bureaux.

The Radiocommunications Agency is an Executive Agency of the Department of Trade and Industry
The Agency General Enquiry Point/Switchboard telephone number: 020 7211 0211

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 and 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:

Type	<input type="text"/>
Card number	<input type="text"/>
Expiry	<input type="text"/>
Card holder	<input type="text"/>
Issue date (if applicable)	<input type="text"/>

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.

For official use only

Call sign	<input type="text"/>
Date issued	<input type="text"/>
Type of licence	<input type="text"/>
Customer reference number	<input type="text"/>
Date validated	<input type="text"/>
Date input	<input type="text"/>
Officer's signature	<input type="text"/>