



**APPLICATION FOR PERMIT TO :**

PURCHASE       TRANSMITTER (s)       VSAT  
 POSSESS       TRANSCEIVER (s)

**INSTRUCTIONS:** All blanks must be filled up properly. Indicate "N/A" for items not applicable. Duly accomplished form must be submitted with required/supporting documents. Print all entries in block or CAPITAL LETTERS

**Type of Radio Service:**

Fixed and Land Mobile       Amateur       Maritime       Special  
 Aeronautical       Broadcast       Satellite       Others \_\_\_\_\_

**Nature of Service :**

CV (Commercial/ Private)       CO (Government)       CP (Public Correspondence)

**Number of unit(s) :**

\_\_\_\_\_ Repeater      \_\_\_\_\_ Fixed      \_\_\_\_\_ Land Base      \_\_\_\_\_ Mobile      \_\_\_\_\_ Portable

- 1 **APPLICANT** : \_\_\_\_\_  
 2 **BUSINESS ADDRESS** : \_\_\_\_\_  
 3 **CONTACT NO(s)** : \_\_\_\_\_ **EMAIL ADD.:** \_\_\_\_\_  
 4 **CPCN or PA No.** : \_\_\_\_\_

5 **PARTICULARS OF EQUIPMENT(s):** (Use separate sheets if necessary)

	1st Unit	2nd Unit	3rd Unit	4th Unit
<b>Make</b>				
<b>Type/Model</b>				
<b>Serial Number</b>				
<b>BW &amp; Emission</b>				
<b>Frequency Range</b>				
<b>Power Output</b>				

6 **INTENDED USE OF EQUIPMENT (s):** (Check appropriate box)

New Radio Station       Change of Equipment  
 Additional Radio Station       For Storage at: \_\_\_\_\_  
 Additional Radio Equipment for Station: \_\_\_\_\_  
 with Call Sign: \_\_\_\_\_       Others : \_\_\_\_\_

7 **SOURCE OF EQUIPMENT(s):** *For Permit to Possess*

Name and address of Radio Dealer : \_\_\_\_\_  
 Dealer's Permit No. : \_\_\_\_\_ Date Issued: \_\_\_\_\_  
 Permit to Sell /transfer No. : \_\_\_\_\_ Date Issued: \_\_\_\_\_  
 Others : \_\_\_\_\_

8 **CERTIFICATION**

**I HEREBY CERTIFY** that the above entries are true and correct, that the radio station(s) shall be installed / constructed in accordance with the prescribed standards and in conformity with the existing Radio Laws and Regulations and that I shall be liable for any willful false statements made in this application under the Revised Penal Code of the Philippines.

\_\_\_\_\_  
 Signature over Printed Name of Applicant /  
 or Authorized Representative

\_\_\_\_\_  
 Date

**OR** NO: \_\_\_\_\_  
 DATE: \_\_\_\_\_, 20\_\_\_\_  
 AMOUNT: \_\_\_\_\_  
 \_\_\_\_\_  
**CASHIER**

**PLEASE SEE BACK HEREOF FOR THE REQUIREMENTS TO BE SUBMITTED**

**THIS FORM IS NOT FOR SALE AND CAN BE REPRODUCED**

Revision No. \_\_\_\_\_  
 Revision Date: \_\_\_\_\_

**I. DOCUMENTARY REQUIREMENTS FOR SUBMISSION : PERMIT TO PURCHASE**

**A FIXED AND MOBILE LAND SERVICES (FXLM)**

**A.1 FIXED AND MOBILE LAND SERVICES (FXLM) (CV/CO)**

- 1 Letter of Intent
- 2 Duly accomplished application form for Permit to Purchase /Possess
- 3 Copy of SEC Registration / DTI
- 4 Copy of valid Mayor's / Business Permit
- 5 Network Diagram with geographical coordinates of the stations.

**A.2 FIXED AND LAND MOBILE SERVICES (CP)/ SATELLITE SERVICE**

- 1 Letter of Intent
- 2 Duly accomplished application form for Permit to Purchase /Possess
- 3 Original Technical Plans signed and sealed by a duly licensed Professional Electronics and Communications Engineer (PECE), to wit:
  - a Physical lay-out of station (Floor Plan)
  - b Network Diagram with geographical coordinates of station (s)
  - c Map showing exact address of station (s)
  - d Antenna System Plan (type, gain, radiation pattern, height)
  - e Equipment specifications/ brochures
  - f For VSAT ( Transponder Lease Agreement & Certification from Satellite Provider)

**B AMATEUR SERVICES**

**B.1 RADIO CLUB STATION LICENSE**

- 1 Letter of Intent/Request addressed to the Regional Director
- 2 SEC Registration/Articles of Incorporation
- 3 List of Board of Directors, Club Station Trustee, and at least 15 licensed members
- 4 Copy of Certificate of Recognition from PARA.
- 5 Duly Accomplished application forms signed by the Club President/Authorized Representative

**B.2. REPEATER STATION LICENSE**

- 1 Letter of Intent
- 2 Duly accomplished Application Forms Permit to Purchase/Possess
- 3 Copy of Amateur Club Radio Station License
- 4 Copy of club resolution designating the trustee and the names of not more than 3 control operators.
- 5 Copy of the amateur radio license of the trustee and control operators

**B.3 STATION LICENSE**

- 1 Copy of Verified Report of Ratings (For New AMATEUR Station)
- 2 Duly accomplished application form for Permit to Purchase / possess
- 3 Duly accomplished Information Sheet

**C. CIVIC ACTION RADIO SERVICES**

**C.1 RADIO GROUP CLUB**

- 1 Letter of Intent
- 2 Copy of SEC Registration/Articles of Incorporation
- 3 List of Licensed Officers and Trustee and at least 50 Licensed active members
- 4 Duly Accomplished application forms signed by the Group President/Authorized Representative

**C.2 INDIVIDUAL STATION LICENSE**

- 1 Copy of Verified Certificate of Membership
- 2 Copy of Radio Group License
- 3 Accomplished application form for Permit to Purchase
- 4 Application of RLM Certificate
- 5 Duly Accomplished Information Sheet

**D. MARITIME SERVICES**

- 1 Letter of Intent
- 2 Accomplished application form for Permit to Purchase
- 3 Copy of Certificate of Vessel Registry from MARINA.
- 4 Copy of Certificate of ownership from MARINA
- 5 Valid Radio Operator's Certificate with certificate of employment

**E. AERONAUTICAL SERVICES**

- 1 Letter of Intent
- 2 Accomplished application form for Permit to Purchase / Possess
- 3 Copy of Certificate of Registration with CAAP
- 4 Copy of Radio Electronic and Instrument Inspection Report of aircraft
- 5 Copy of Certificate of Airworthiness
- 6 Valid Radio Operator's Certificate with certificate of employment
- 7 Frequency Clearance for Fixed Aeronautical Station

**F. OTHER SERVICES**

- 1 Letter of Intent
- 2 Accomplished application form for Permit to Purchase / Possess
- 3 Network Diagram with geographical coordinates of the stations.
- 4 Equipment specifications/ brochures

**DOCUMENTARY REQUIREMENTS FOR SUBMISSION : PERMIT TO POSSESS**

- 1 Original copy of the Permit to Purchase
- 2 Copy of Official Receipt

ORDER OF PAYMENTS	
	AMOUNT
FILLING FEE	
PURCHASE/POSSESS	
DST	
OTHERS	
<b>TOTAL:</b>	

-----  
 NTC REGIONAL OFFICE NO.: \_\_\_\_\_

Office Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_