1. Apply for a Licence

Welcome to eLicensing

Areas of Interest
- Change eLicensing Membership Email
- 2 Year Notifications
- Pay an Invoice
- **Apply for a Licence**
- View my Licences

2. Apply for Business Radio Licence

Apply

Select a licence type to apply for:

- Aircraft Radio Licence
- Amateur Station Licence
- **Business Radio Licence**
- Fixed Links Licence
- Premium Rate Service Licence
- PMSE Licence (Program Making and Special Events)
- Satellite Earth Station Licence
- Trial Licence
  Download a paper version of the Trial Licence application form here
- Test Licence
  Download a paper version of the Test Licence application form here
3. Introduction
Take a moment to read the introduction and when ready, hit “next” to proceed.

Business Radio Licence Application

Introduction
Business Radio (also known as PMR) remains a popular communication system for applications where most traffic is between a control point and one or more mobile terminals, or where groups of mobile terminals need to communicate on a “one to all” basis. The main uses of business radio are for public safety and security, industrial and commercial users such as taxis and couriers, as well as voluntary organisations, all of whom need reliable means of communicating with personnel and, in particular, those on the move.

Spectrum for PMR Systems is allocated from parts of the following frequency bands:

<table>
<thead>
<tr>
<th>BAND</th>
<th>FREQUENCY (MHz)</th>
</tr>
</thead>
<tbody>
<tr>
<td>VHF LOW</td>
<td>68 - 87.5</td>
</tr>
<tr>
<td>VHF HIGH</td>
<td>163 - 174</td>
</tr>
<tr>
<td>UHF</td>
<td>450 - 470</td>
</tr>
</tbody>
</table>

Further details of the licensing regime can be found in our guidelines document – Guidelines for Business Radio Licences – 09/07/Art1.

The Regulations governing the issue of Business Radio licences is the Wireless Telegraphy (Business Radio Licence) regulations, 1949 and subsequent amendments.
4. Application Steps

Take a moment to read the application steps

Business Radio Licence Application

Application Steps

1. General Information:
   - Application Type (New/Amended)
   - Licence Purpose
   - Licence contact and Equipment Supplier details

2. Equipment Quantities:
   - Quantities of Base, Mobiles and Hand Portables in use.
   - Fee calculation based on equipment quantities.

3. Coverage Area:
   You must indicate the coverage area required for the licence. This must be one of the following:
   a. "On-site": A 3km radius will be applied to all equipment on the application.
   b. "User-defined Area": You will be asked to specify an area of operation (2-35km) for each base station or back to back operation on the application.
   c. "Region": you will be asked to select a Region Type (Province, County or City) and a Region name (e.g. Galway) and provide justification for the need for a region.

4. Channel Quantities:
   - Here you are asked how many channels you require and if more than 1 is requested, you are asked to justify the channel quantities requested.
   - This is free text input.
   - Where more than one channel is requested, you are asked Y/N questions to help determine the channel usage i.e.
     - Are any channels back to back (i.e. No Base, just mobiles and/or hand Portables)
     - If the answer here is N you will then be asked...
     - Is all equipment in use on all the channels.

5. Base Station and/or Back to Back Details:
   For each Base Station or Back to Back System, you must now input:
   a. Site details (Page 1) and
   b. Channel and equipment details (Page 2)
   Page 1 asks for general location/site information e.g. Co-ordinates, address etc.
   Page 2 is more detailed and asks you in:
     - Input the number of channels on the base (or Back to Back System)
     - Based on this you are presented with a grid to input the details for each channel,
       a. If you have indicated that "All Equipment is on All Channels" at Step 1 (Channel Quantities), you only need to input details for the 1st row – the others will auto-populate
       b. If not, you can enter details per row.
       c. Equipment counts must not exceed that input at Step 2 (Equipment Quantities)
       d. Channel quantities must not exceed the value entered at Step 2 (Channel Quantities)

6. Summary
   This step provides an overview of your application

7. Declaration
   Standard Declaration which must be ticked to proceed

8. Payment
   Payment is by credit card (or pre-paid funds)?

9. Confirmation
5. General Info
The applicant must select the application type, contact and nature of business from the dropdown menu. These are mandatory so the next page will not load until this is done.

Click next when you are ready to proceed.
6. Equipment
If the applicant inserts a number greater than one in the base stations/fixed mobiles box, the applicant will be asked to fill out the base stations section later on in the application.

If the base station box is 0, the base station section will disappear from the application when you click next.

7. Coverage:
The applicant will have three options.

If the applicant selects “Onsite” or “User defined” the applicant can click next
If the applicant selects region, the applicant will need to select additional information and provide a justification for selecting a region. All fields are mandatory so the applicant cannot proceed until this is completed.

8. Channels
If one channel is requested, the applicant can proceed to the next page.
If two or more channels are required the applicant will need to provide additional information. If the applicant selects yes to “are any of these channels for use on a back to back system”, the applicant will be asked to fill out the back to back systems section of the application as well as the base stations.

If the applicant selects no, the back to back systems will disappear from the form but the base station section will still remain.

9.0 Base Station

If the application has base stations, the applicant should follow the base station steps. If there are no base stations proceed to section 10.

If the applicant has one or more base stations as well as back to back system, the applicant will need to follow the steps in section 9 and section 10 of this document.

If there is more than one base station you will need to fill out page 1 (site details) and page 2 (frequency & equipment) of the base station section multiple times.
9.1 Base Station (Site Details)

Coordinates must be in degrees second’s and minutes. The applicant should click the “show on map” button once the coordinates are enter in the application form to make sure that the location is correct.

Note: If you select user defined for the area of operations the applicant will need to define the coverage distance (2km-35km).
If the applicant select region a sample map will not be provided.
9.2 Base Station (Frequency & Equipment)
If the applicant is unsure about anything in this section they can click on the blue circles which will provide more information.

If the application contains more than one base station and more than one channel, the applicant will need to define the number of channels for each base station.
10. Back to Back Systems
If the application has one or more base stations, the applicant should follow the base station steps in section 9 of this document.

10.1 Back to Back Systems (Site Details)
Coordinates must be in degrees second’s and minutes. The applicant should click the “show on map” button once the coordinates are enter in the application form to make sure that the location is correct.

Note: If you select user defined for the area of operations the applicant will need to define the coverage distance. (2km-35km)
If the applicant select region a sample map will not be provided.
10.2 Back to Back Systems (Frequency & Equipment)
If the applicant is unsure about anything in this section they can click the blue circles which will provide more information.

If the applicant has two or more channels all sections must be completed before clicking the next button.
11. Summary

Once all the required frequencies have been selected the next screen shows an overall picture of what has been requested and the relevant fee. The applicant can add comments in this section.

Business Radio Licence Application

Summary

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Hand Portables</th>
<th>11</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total Equipment</td>
<td>11</td>
</tr>
</tbody>
</table>

Channels

| Total Channels | 1 |

Licence Fee

- Fixed fee: €22
- Equipment count (11) * €242
- €22

Total Cost = €204

System Details

<table>
<thead>
<tr>
<th>System</th>
<th>Channel Quantity</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Back To Back</td>
<td>1</td>
<td>One Guild Street, Co Dublin</td>
</tr>
<tr>
<td>Base 1</td>
<td>1</td>
<td>One Guild Street, Co Dublin</td>
</tr>
</tbody>
</table>

We will licence based on the details provided in the preceding forms, if you have further comments that may influence frequency assignments please provide details below:

Maximum 1280 characters
11. Declaration

Payment Details
Payment can be made by Credit Card or Available Credit Balance