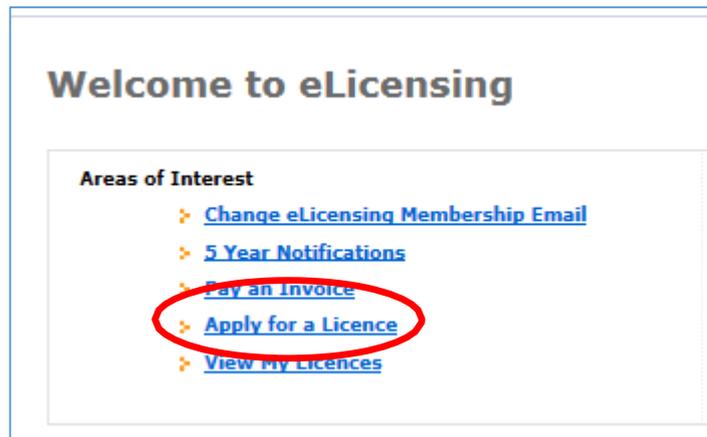


1. Apply for a Licence



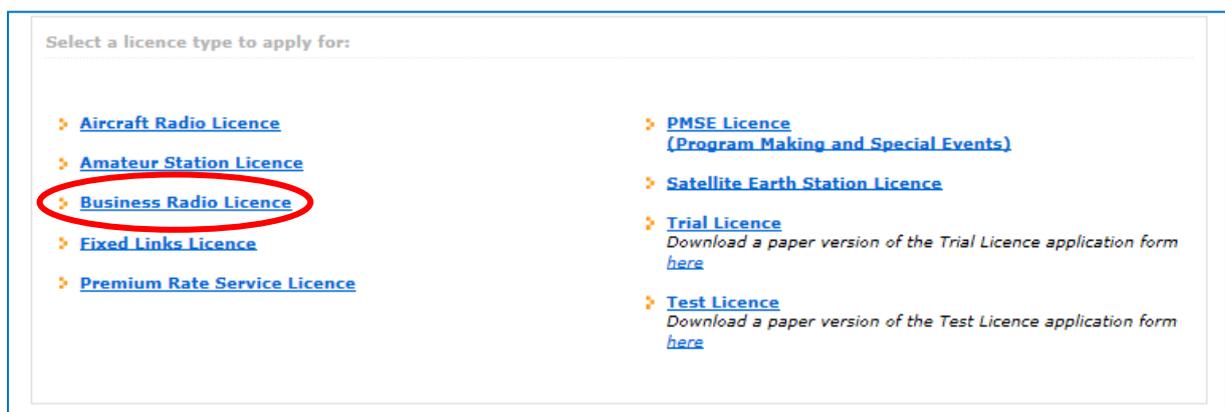
The header of the eLicensing website features the logo on the left and navigation tabs for Account, Financials, Licences, and Notices. On the right, there are links for Site Map and Log Out. Below the navigation, a status bar displays account information: Acc No:, Bal: €0.00, O/S Invoices: 0, and No. of Licences:.



The main content area displays a 'Welcome to eLicensing' message. Below this, there is a section titled 'Areas of Interest' containing a list of links: Change eLicensing Membership Email, 5 Year Notifications, Pay an Invoice, Apply for a Licence (circled in red), and View My Licences.

2. Apply for Business Radio Licence

Apply



The 'Apply' section prompts the user to 'Select a licence type to apply for:'. It lists several options: Aircraft Radio Licence, Amateur Station Licence, Business Radio Licence (circled in red), Fixed Links Licence, Premium Rate Service Licence, PMSE Licence (Program Making and Special Events), Satellite Earth Station Licence, Trial Licence (with a link to download a paper version), and Test Licence (with a link to download a paper version).

3. Introduction

Take a moment to read the introduction and when ready, hit “next” to proceed.

Apply Register View Licences 5 Year Notifications View Registrations Renewals Numbering Assignments

Acc No: Bal: €0.00 O/S Invoices: 0 No. of Licences: 0

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:

BAND	FREQUENCY (MHZ)
VHF LOW	68 - 87.5
VHF HIGH	163 - 174
UHF	450 - 470

Further details of the licensing regime can be found in our [guidelines document – Guidelines for Business Radio Licences – 00/07aR1](#).

The Regulations governing the issue of Business Radio licences is the [Wireless Telegraphy \(Business Radio Licence\) regulations, 1949](#) and subsequent amendments.

 Next

4. Application Steps

Take a moment to read the application steps

Apply Register View Licences 5 Year Notifications View Registrations Renewals Numbering Assignments

Acc No: Bal: €0.00 O/S Invoices: 0 No. of Licences: 0

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:

- "On-site": A 2km radius will be applied to all equipment on the application.
- "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
- "Region": you will be asked to select a Region type (Province, County or City) and a Region name (eg. 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:

- Site details (Page 1) and
- Channel and equipment details (Page 2)

Page 1 asks for generic location/site information e.g. Co-ordinates, address etc.
Page 2 is more detailed and asks you to:

- 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.
 - If you have indicated that "All Equipment is on All Channels" at Step 4 (Channel Quantities) , you only need to input details for the 1st row – the others will auto-populate
 - If not, you can enter details per row.
 - Equipment counts must not exceed that input at Step 2 (Equipment Quantities)
 - Channel quantities must not exceed the value entered at Step 4 (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

[Previous](#) Introduction General Info [Next](#)

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.

Business Radio Licence Application

[General Info](#) [Equipment](#) [Coverage](#) [Channels](#) [Base Stations](#) [Back to Back Systems](#) [Summary](#) [Declaration](#) [Payment](#)

General Info

Application Type * New Licence Amendment

Contact *

Nature of Business *

Supplier/Technical Contact

Company Name

Contact Name

Email

Phone

[Previous](#) Application Steps Equipment [Next](#)

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.

Business Radio Licence Application

General Info **Equipment** Coverage Channels Base Stations Back to Back Systems Summary Declaration Payment

Equipment

Please confirm the total equipment quantities to be included in this application.

Equipment Type	Quantity
Base Stations/Fixed Mobiles	0
Mobile Stations	0
Hand Portables	0
Total Equipment	0

Licence fee:
Fixed fee = €22
+ Equipment count (0) * €22
Total Cost = €22

[Previous](#) General Info Coverage [Next](#)

7. Coverage:

The applicant will have three options.

If the applicant selects “Onsite” or “User defined” the applicant can click next

Business Radio Licence Application

General Info Equipment **Coverage** Channels Back to Back Systems Summary Declaration Payment

Coverage

Please select the nature of the coverage area for the equipment on this application.

Coverage Area * Onsite (Up to 2km) User Defined Area (Greater than 2km) Region

Note that the following will apply to your selection:

- "On-site": a 2km radius will be applied to all equipment on the application**
- "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**
- "Region": you will be asked to select a Region type (Province, County or City) and a Region name (eg. Galway) and provide justification for the need for a region.**

[Previous](#) Equipment Channels [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.

Business Radio Licence Application

General Info Equipment **Coverage** Channels Back to Back Systems Summary Declaration Payment

Coverage

Please select the nature of the coverage area for the equipment on this application.

Coverage Area * Onsite (Up to 2km) User Defined Area (Greater than 2km) Region

Region type *

Region name *

Justification for requesting a region *

Note that the following will apply to your selection:

- a. "On-site": a 2km 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 (eg. Galway) and provide justification for the need for a region.

[Previous](#) Equipment Channels [Next](#)

8. Channels

If one channel is requested, the applicant can proceed to the next page.

Business Radio Licence Application

General Info Equipment Coverage **Channels** Base Stations Back to Back Systems Summary Declaration Payment

Channels

Please confirm the total number of channels you are requesting with this application: *

[Previous](#) Coverage Base Station 1 - Page 1 (Site Details) [Next](#)

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.

The screenshot shows the 'Business Radio Licence Application' form, specifically the 'Channels' section. The navigation bar at the top includes: General Info, Equipment, Coverage, Channels (highlighted), Base Stations, Back to Back Systems, Summary, Declaration, and Payment. The 'Channels' section contains the following fields and options:

- A prompt: "Please confirm the total number of channels you are requesting with this application: *" followed by a text input field containing the number "2".
- A prompt: "Justification for more than one channel: *" followed by a large empty text area.
- A question: "Are any of these channels for use on a back to back system? *" with radio button options for "Yes" and "No". The "No" option is selected.
- Navigation buttons at the bottom: "Previous" (with a left arrow) and "Next" (with a right arrow). The "Previous" button is labeled "Coverage" and the "Next" button is labeled "Base Station 1 - Page 1 (Site Details)".

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.

Business Radio Licence Application

General Info Equipment Coverage Channels **Base Stations** Summary Declaration Payment

Base Station 1 of 1

Page 1 (Site Details) Page 2 (Frequency & Equipment)

Please enter the following details for this base station

Base Station Type: *

Antenna Height (m) AGL: *

Site Height (m) ASL: *

Area of Operation

Coverage Type:

Coverage Distance (Km):

Please enter the location of this base station:

Latitude: * ° ′ ″ N

Longitude: * ° ′ ″ W

Address Line 1: *

Address Line 2:

Address Line 3:

Address Line 4:

Eircode:

County: *



Channels Base Station 1 - Page 2 (Frequency & Equipment)

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 .

General Info Equipment Coverage Channels **Base Stations** Summary Declaration Payment

Base Station 1 of 1

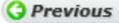
Page 1 (Site Details) **Page 2 (Frequency & Equipment)**

Number of Channels on this Base Station  :
 (One Guild Street, Co Dublin)

Please complete the details for each channel below, providing: preferred band/frequency, bandwidth, polarisation, transmission types, method of operation, quantities of Mobiles and Hand Portables in operation on each channel, tone control, and tone control description.

Note that mandatory columns are marked with an *

Channel	Simplex/ Duplex *	Preferred Band/ Frequency * 	B/W (kHz) * 	Polarisation *	Transmission Type * 	Method of Operation * 	Mobiles	Hand Portables	Tone Control *	Tone Control Description * 
1	Select. 	<input type="text"/>	12.5 k 	Select. 	Select. 	Select. 	0	0	Select. 	<input type="text"/>

 Previous Base Station 1 - Page 1 (Site Details) Summary  Next

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.

Business Radio Licence Application

General Info Equipment Coverage Channels **Base Stations** Back to Back Systems Summary Declaration Payment

Base Station 1 of 1

Page 1 (Site Details) **Page 2 (Frequency & Equipment)**

Number of Channels on this Base Station  :
 (One Guild Street, Co Dublin)

Please complete the details for each channel below, providing: preferred band/frequency, bandwidth, polarisation, transmission types, method of operation, quantities of Mobiles and Hand Portables in operation on each channel, tone control, and tone control description.

Note that mandatory columns are marked with an *

Channel	Simplex/ Duplex *	Preferred Band/ Frequency * 	B/W (kHz) * 	Polarisation *	Transmission Type * 	Method of Operation * 	Mobiles	Hand Portables	Tone Control *	Tone Control Description * 
1	Simple 	UHF	12.5 k 	Horizol 	V/V 	Norm 	0	11	Other 	N/A
2	Select. 	<input type="text"/>	12.5 k 	Select. 	Select. 	Select. 	0	0	Select. 	<input type="text"/>

 Previous Base Station 1 - Page 1 (Site Details) Back to Back Systems - Page 1  Next

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.

Business Radio Licence Application

General Info Equipment Coverage Channels **Back to Back Systems** Summary Declaration Payment

Back to Back System

Page 1 (Site Details) Page 2 (Frequency & Equipment)

Area of Operation

Coverage Type: On-site

Coverage Distance (Km): 2 Km

Please enter the center point for the area of operation of this back to back system:

Latitude: * 53 ° 5 ' 5 . 00 N

Longitude: * 06 ° 5 ' 5 . 00 W

Show on map

Address Line 1: * 123

Address Line 2:

Address Line 3:

Address Line 4:

Eircode:

County: * Co Laois



Map data ©2018 Google Terms of Use Report a map error

Previous Channels Back to Back Systems - Page 2 Next

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 ().

Business Radio Licence Application

General Info
Equipment
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Back to Back System

Page 1 (Site Details) ▶ Page 2 (Frequency & Equipment)

Number of Channels on this Back to Back System ⓘ :
(ComReg, One Guild Street, Co Dublin)

Please complete the details for each channel below, providing: preferred band/frequency, bandwidth, polarisation, transmission types, method of operation, quantities of Mobiles and Hand Portables in operation on each channel, tone control, and tone control description.

Note that mandatory columns are marked with an *

Channel	Simplex/ Duplex *	Preferred Band/ Frequency * ⓘ	B/W (kHz) ⓘ	Transmission Type * ⓘ	Method of Operation * ⓘ	Mobiles	Hand Portables	Tone Control *	Tone Control Description * ⓘ
1	Select. ▼	<input style="width: 80px;" type="text"/>	12.5 k ▼	Select. ▼	Select. ▼	0	2	Select. ▼	<input style="width: 80px;" type="text"/>

 Previous Back to Back Systems - Page 1
Summary  Next

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

Business Radio Licence Application

Business Radio Licence Application

General Info
Equipment
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Channels
▶ Back to Back Systems
Summary
Declaration
Payment

Back to Back System

Page 1 (Site Details) ▶ Page 2 (Frequency & Equipment)

Number of Channels on this Back to Back System ⓘ :
(ComReg, One Guild Street, Co Dublin)

Please complete the details for each channel below, providing: preferred band/frequency, bandwidth, polarisation, transmission types, method of operation, quantities of Mobiles and Hand Portables in operation on each channel, tone control, and tone control description.

Note that mandatory columns are marked with an *

Channel	Simplex/ Duplex *	Preferred Band/ Frequency * ⓘ	B/W (kHz) ⓘ	Transmission Type * ⓘ	Method of Operation * ⓘ	Mobiles	Hand Portables	Tone Control *	Tone Control Description * ⓘ
1	Select. ▼	<input style="width: 80px;" type="text"/>	12.5 k ▼	Select. ▼	Select. ▼	0	2	Select. ▼	<input style="width: 80px;" type="text"/>
2	Select. ▼	<input style="width: 80px;" type="text"/>	12.5 k ▼	Select. ▼	Select. ▼	0	2	Select. ▼	<input style="width: 80px;" type="text"/>
3	Select. ▼	<input style="width: 80px;" type="text"/>	12.5 k ▼	Select. ▼	Select. ▼	0	2	Select. ▼	<input style="width: 80px;" type="text"/>
4	Select. ▼	<input style="width: 80px;" type="text"/>	12.5 k ▼	Select. ▼	Select. ▼	0	2	Select. ▼	<input style="width: 80px;" type="text"/>

 Previous Back to Back Systems - Page 1
Summary  Next

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

General Info Equipment Coverage Channels Back to Back Systems **Summary** Declaration Payment

Summary

Equipment	
Hand Portables	11
Total Equipment	11

Channels	
Total Channels	1

Licence Fee	
Fixed fee	€22
+ Equipment count (11) *	€242
€22	
Total Cost =	€264

System Details

System	Channel Quantity	Location
Back To Back	1	One Guild Street, Co Dublin
Base 1	1	One Guild Street, Co Dublin

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

[← Previous](#) Back to Back Systems - Page 2 Declaration [Next](#) →

11. Declaration

Business Radio Licence Application

General Info Equipment Coverage Channels Back to Back Systems Summary **Declaration** Payment

Declaration

Declaration by Applicant

I hereby certify that the information provided in this application is, to the best of my knowledge, true and complete. I understand that I may be liable to prosecution for contraventions of the Wireless Telegraphy Act 1926 in respect of any inaccurate information contained in this application.

In accordance with the Wireless Telegraphy Act 1926, I accept responsibility for the installation, maintenance and operation of the system if approved.

I confirm that all equipment in use meets with the relevant ETSI Standards and complies with the RED Directive.

I confirm that no change will be made in any of the foregoing without prior approval of the Commission for Communications Regulation.

Please check this box to confirm the above declaration:

[Previous](#) Summary Payment [Next](#)

Payment Details

Payment can be made by Credit Card or Available Credit Balance

Business Radio Licence Application

General Info Equipment Coverage Channels Back to Back Systems Summary Declaration **Payment**

Payment

The fee payable for this Business Radio licence is €
Please fill out the Bank Card form and click "Submit Application" to make payment and complete your licence application.

Bank Card Available credit:

[Previous](#) [Submit Application](#)