



An Coimisiún um
Rialáil Cumarsáide
Commission for
Communications Regulation

Wireless Trial Licence Application Form

Application Form

Reference: ComReg 05/35bR

Date: 09/09/2021

An Coimisiún um Rialáil Cumarsáide
Commission for Communications Regulation

1 Lárcheantar na nDugaí, Sráid na nGildeanna, BÁC 1, Éire, D01 E4X0.
One Dockland Central, Guild Street, Dublin 1, Ireland, D01 E4X0.
Teil | Tel +353 1 804 9600 Suíomh | Web www.comreg.ie

Additional Information

Document No:	05/35bR
Date:	Revised 9 September 2021

1 Notes for Applicants

1. This application form sets out the standard information which is required for a wireless trial licence. In certain cases, the Commission for Communications Regulation (“ComReg”) may seek further information or clarification from the applicant.
2. To apply for a wireless trial licence, submit a complete application to the following email address licensing@comreg.ie.
3. Queries on wireless trial licences can be submitted to info@testandtrial.ie.
4. An application cannot be processed until ComReg has received a complete application, this may include any further information or clarification which ComReg may request as part of the application.
5. If there is insufficient space on the application form, the applicant may append additional material in support of the application for a wireless trial licence.
6. The fee for a wireless trial licence is €500 for 12 months (maximum duration), scaled per month down to a minimum fee of €100. The table below shows the range of fees:

Wireless Trial Licence Duration	Fee (€)
2 months or less	€100.00
3 months	€125.00
4 months	€166.67
5 months	€208.33
6 months	€250.00
7 months	€291.67
8 months	€333.33
9 months	€375.00
10 months	€416.67
11 months	€458.33
12 months	€500

Payment of the relevant licence fee must be made prior to the issuing of any licence.

Application for Wireless Trial Licence

Section 1: Contact Details

Full Name of the Company, Firm or Person in whose name the Licence is sought	
Trading Name (If different from above)	
Business Address Address: County or Postcode: Country:	
ComReg Account Number¹ (If applicable)	
Contact Name²	
Phone No	
E-Mail	

¹ This is the account number allocated to you by ComReg; it is unique for you/your company. You generally have an account number if you applied in the past to ComReg for any type of licence. This account number is printed on ComReg correspondence such as invoices, renewal notices etc.

² This is the person in your organisation to contact in relation to the licence application.

**E-mail address to which the Licence /
Correspondence is to be sent**

(if different from the email address
given above)

Section 2: 2A Trial Details

<p>Description of the Trial, for which a Trial Licence is sought</p> <p>Please include the purpose/aims of the Trial in the description</p>	
<p>Number of Participants in Trial</p> <p>No. of Business Users</p>	
<p>Number of Participants in Trial</p> <p>No. of Consumers</p>	
<p>Time(s) at which Trial will take place</p> <p>(E.g. Business hours, All day, Etc.)</p>	
<p>Proposed Duration of the Trial</p> <p>(Maximum duration is 12 months)</p> <p>Start date:</p> <p>End date:</p>	
<p>General Location(s) at which the Trial will be carried out</p>	
<p>No. of Transmit Sites in the Trial</p>	

Please complete Section 3 of this form in respect of each transmit site in the Trial

Section 2: 2B Equipment Details

Equipment Type	Manufacturer & Model
Radio Terminal details	
Antenna details	
Other Equipment details	

Section 3: Site Details

Please complete this section in respect of each transmit site in the Trial.

E.g. If you have 2 transmit sites in your Trial, then please print and fill in this Section twice, once for each transmit site.

Site Name:																											
Location																											
Site Coordinates (if possible)	<p>Longitude:</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;">W</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> </table> <p>AND</p> <p>Latitude:</p> <table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;">N</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> </table> <p>OR</p> <p>Northing:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> </table> <p>AND</p> <p>Easting:</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> </table>			W							N																
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		N																									
Proposed Transmit Frequency or Frequency Range	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">kHz</td> <td style="width: 25%; text-align: center;">MHz</td> <td style="width: 25%; text-align: center;">GHz</td> <td style="width: 25%; text-align: right;">(Please tick)</td> </tr> </table>	kHz	MHz	GHz	(Please tick)																						
kHz	MHz	GHz	(Please tick)																								

Proposed Signal Bandwidth Required	kHz	MHz	(Please tick)
Minimum Power to the Antenna (dBW)			
Maximum Power to the Antenna (dBW)			
Antenna Gain (dB)			
Antenna Height above ground level in metres			
Is the antenna directional?	Yes	No	(Please tick)
What is the Polarity of the antenna?	Horizontal	Vertical	Circular (Please tick)

Section 4: Other Details**Details on Other Third Parties involved in this Trial (if any):**

Company Name / Address	
Nature of Involvement in Trial	

Any additional relevant information to this application (if any)

E.g. Any specific provisions / conditions necessary for the trial should be included here.

Section 5: Declaration Form – Wireless Trial Licence

I, _____,

of _____,

hereby apply to the Commission for Communications Regulation for a trial licence for the temporary use of radio spectrum for the purposes and with the equipment described by me in this form.

I have read and understood the document entitled, Opportunities for Testing and Trialling Wireless Services and Technologies in Ireland, Application Guidance Notes (ComReg 05/35). I have also brought that document to the attention of each of the other third parties mentioned in this application form.

I understand that any trial licence issued on foot of this application will be subject to such terms and conditions as may be set by the Commission. In particular, I am aware that any such trial licence will be of a temporary nature only and will not convey an entitlement to its renewal, the issue of a full authorisation or the continued use of radio spectrum. I am aware that the conditions set out in the Wireless Telegraphy (Third Party Trial Licence) Regulations, 2005 (S.I. 114 of 2005) (or any succeeding legal instrument) must be complied with.

I confirm that the information provided in this application is true, accurate and complete and that it gives the fullest account of the circumstances for which this application is made.

SIGNED

DATE

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Section 6: Method of Payment

Bank Transfer / Electronic Funds Transfer (EFT)	<p>Transfers to ComReg's account should be made to:</p> <p style="text-align: center;">Bank of Ireland, 6 Lower O'Connell Street, Dublin 1.</p> <p style="text-align: center;">Account Number: 17806887</p> <p style="text-align: center;">Sort Code: 90-00-33</p> <p style="text-align: center;">BIC Code: BOFIE2D</p> <p style="text-align: center;">IBAN No: IE62 BOFI 9000 3317 8068 87</p> <p>If making a bank transfer/EFT, please ensure that:</p> <ul style="list-style-type: none"> • Your Bank quotes your ComReg account number and “Wireless Trial Application” in making the transfer to ComReg. • You forward details of the date of and amount of payment to our Accounts Department (accounts@comreg.ie).
Credit Card	<p>Credit Card payments must be made on-line via www.elicensing.comreg.ie</p> <p><i>For existing ComReg account holders:</i></p> <p>Log into www.elicensing.comreg.ie and “Top Up” the account with the relevant fee. (If necessary, use the “Forgotten/Change Pin” option from the log in screen to re-set the PIN.)</p> <p><i>For New Applicants:</i></p> <p>Log into www.elicensing.comreg.ie and:</p> <p>(a) Create an account; You will receive an email to enable you to activate the account and to create a PIN. And</p> <p>(b) Once activated, log on to the account and “Top Up” the account with the relevant fee.</p>