

REGISTRATION DOCUMENTS

- **LPON Application Checklist;**
- **Application to participate in the allocation of Low Power Open Narrowcasting Licences in the 87.6 MHz, 87.8 MHz & 88.0 MHz FM bands, including station information;**
- **Deed of Acknowledgement.**

This Application Form and Deed of Acknowledgment have been approved pursuant to paragraph 10(a) of the Radiocommunications (Allocation of Transmitter Licences – Low Power Open Narrowcasting Licences) Determination2025 (the LPON Determination).

Application to participate in the allocation of licences authorising the operation of Low Power Open Narrowcasting Services in the 87.6 MHz, 87.8 MHz & 88.0 MHz FM bands (the Application Form)

Before completing this Form, ensure you understand the conditions under which licences are being allocated. You should understand the provisions contained in:

- the ***Radiocommunications (Allocation of Transmitter Licences - Low Power Open Narrowcasting Licences) Determination 2025*** (the LPON Determination).
 - the ***Radiocommunications Act 1992***; and
 - the **Applicant Information Package**.
-

Important Notes

- **Entry fee is non-refundable.**
 - **Please read the instructions carefully before submitting your registration documents.** It is in your interest to seek independent legal, financial and engineering advice before deciding to participate in this allocation.
-

The completed **Application Form** together with the required **Deed of Acknowledgment** and payment for the entry fee **MUST** be completed and submitted to the ACMA within the application window period. The ACMA will not accept applications outside the application window.

Payments may be made by electronic transfer or an electronic bill payment (section 40(4) of the LPON Determination). Completed application forms and other relevant attachments can be emailed to the ACMA at info@acma.gov.au or by post to the details below.

Please send postal applications to:
Australian Communications and Media Authority
LPON Allocations
Licence Issue and Allocation Section
PO Box 78
BELCONNEN ACT 2616

Enquiries may be directed to the ACMA Customer Service Centre on:

- 1300 850 115 (phone)
- info@acma.gov.au (email).

HOW TO COMPLETE THE APPLICATION DOCUMENTS

These instructions are cross-referenced to each section of the Form. Relevant details must be completed before the Form can be accepted. Use of block letters will assist legibility.

Applicant's particulars

A. INSERT the FULL NAME(s) of each person who wishes to make an application. An application by a company must comply with section 127 of the *Corporations Act 2001*. If the Applicant is not incorporated, the application must be in the name(s) of an individual(s). For example, if the Applicant is an unincorporated entity, at least one individual office bearer must sign this form as the Applicant. In the case of a trust, at least one trustee must sign this form as the Applicant. At least one full given name and surname is required for each individual. If two or more persons wish to make a joint application, tick the appropriate box and provide details on an attached sheet of paper. Where the Applicant has a registered office, the address of the registered office should be used.

INSERT Australian Company Number (ACN) or Australian Registered Business Number (ARBN) as appropriate.

B. INSERT the trading name of the business (if any).

C. INSERT the details of the person to whom inquiries and correspondence should be directed as well as a second person who can be contacted if your principal contact person is unavailable. All contact details requested should be provided if possible. The ACMA needs these details so that, in an emergency, we can make contact with the applicant during the allocation.

D. The Entry Fee is \$394.00 and will not be waived or refunded.

E. **You must lodge your application documents and pay the Entry Fee before the closing of the two-week application window. When paying the Entry Fee you must include "LPON" with your Client ID (for example: LPON12345678) as reference to your payment. Please contact the Customer Service Centre at info@acma.gov.au for the EFT payment details.** It is the responsibility of the applicant to ensure that payment occurs sufficiently early so as to register as paid by the deadline, or to provide evidence of the EFT transaction to the ACMA by that deadline (eg by email).

F. Station information

Site Information

- INSERT the site address of your LPON service. NB: Both the address AND a detailed map (see below) of the site are required.
- TICK the box that best describes the area in which your site address is located.
- INSERT the map grid co-ordinates for your proposed LPON site.
- INSERT the geographical co-ordinates for your proposed LPON licence. Latitude and longitude can be stated in various units. Please take careful note of the units used and fill in the appropriate boxes. Decimal points are already inserted.

- TICK the box that corresponds to the Datum used for your co-ordinates. If your proposed LPON site does not use any of the datum indicated please specify what you have used. NB: The datum applies to both the map grid AND the geographical co-ordinates.

Technical details

- INSERT preferred frequency.
- INSERT transmitter power.
- TICK the box that corresponds to your emission designation.

Site sketch and additional information

- PROVIDE (attach if necessary) a map of the radio site (ACTUAL or SKETCHED). The location of the antenna site should be marked with an 'X'. It is the applicant's responsibility to provide accurate information. (10 metre accuracy is required).
- G.** SIGN the form. If there is insufficient space, please sign or execute as appropriate on an attached sheet of paper.
- H.** DATE the form.

It is advisable for you to keep a copy of all completed forms.

Applicant's particulars

A. Full Name and Address of Applicant

Applicant's Surname or company name

Given Names

Mr/Mrs/Ms/Dr

Postal Address

Suburb/City/Town

State

Postcode

Country

Company ACN or ARBN (if applicable)

ACMA client number (if known)

B. Trading Name (if any) of Applicant

C. Contact details

Principal contact person

Surname

Given Names

Mr/Mrs/Ms/Dr

Position

Address (if different to above)

Telephone Number

BH

AH

Mobile

Facsimile

Email

Backup contact person

Surname	Given Names	Mr/Mrs/Ms/Dr
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position

Address (if different to above)

Telephone Number		
BH	AH	Mobile
<input type="text"/>	<input type="text"/>	<input type="text"/>
()	()	

Facsimile	Email
<input type="text"/>	<input type="text"/>
()	

D. ENTRY FEE (subsection 8(a) of the LPON Determination) **\$394.00**

NB: This fee is not refundable.

E. TOTAL PAYMENT REQUIRED **\$394.00**

When paying the Entry Fee you must include "LPON" with your Client ID (for example: LPON12345678) as reference to your payment. Please contact the Customer Service Centre at info@acma.gov.au for the EFT payment details.

F. Station Information

Site Information

Site Address (including postcode)

ACMA Site No. (ONLY IF using an existing site in ACMA's database)

You must supply **EITHER** Map Grid coordinates or Geographic coordinates.

Map Grid Co-ordinates

Coordinate system: (this information is available on the map)

 AMG 66 MGA 94

Zone

Easting

Northing

Geographical Co-ordinates

Datum: (this information is available on the map)

 AGD 66 WGS 84 GDA 94

Latitude and longitude can be stated in various formats. Please insert ONE pair (lat/long) of geographical coordinates according to the units in which your site co-ordinates are provided.

Decimal Degrees

LATITUDE

LONGITUDE

OR

Degrees and decimal minutes

LATITUDE

LONGITUDE

OR

Degrees, minutes and decimal seconds

LATITUDE

LONGITUDE

Please indicate where you obtained your coordinates (e.g. Google earth, State Mapping website, Surveyor)

TECHNICAL DETAILS

Preferred Frequency (Please indicate)

87.6 MHz

87.8 MHz

88.0 MHz

Note: Where all LPON frequencies are available at a given location, the ACMA will be guided by the applicants preferred frequency, unless the preferred frequency is 87.8 MHz in which case 88 MHz will be assigned.

In line with the order of frequency assignment, 87.8 MHz will not be assigned where other frequencies are available.

Transmitter Power (Tick one box only)

1 Watt (residential and non-residential areas)*

10 Watts (non-residential areas only)*

Note: Applicants should be aware that an application for a 10-Watt LPON service in a residential area is inconsistent with the Planning Model and will be deemed to fail assessment against the Planning Model requirements.

*Refer to the applicant information package for the definition of residential and non-residential areas.

Emission (Tick one box only)

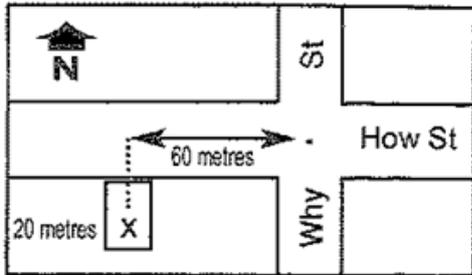
Mono

Stereo

Site sketch and additional information

Provide a map of the radio site (actual or sketched). The location of the antenna site should be marked with an 'X'. It is the applicant's responsibility to provide accurate information. (10 METRE ACCURACY IS REQUIRED.)

Example:



G. Applicant's Signature

The details provided in this form and in the attached supplementary sheets are true and correct in every detail.

EXECUTED AS A DEED

Signed, sealed and delivered by

(Print name of Applicant)

(Signature of Applicant)

Signed in the presence of

(Print name of Witness)

(Signature of Witness)

Witness address

OR, if the Applicant is a company:

EXECUTED AS A DEED

Signed, sealed and delivered for and on behalf of

(Print name of company)

(Print ABN, ACN or ARBN)

(Print name of Director)

(Signature of Director)

(Print name of Director/Secretary)

(Signature of Director/Secretary)

OR, in any other case (e.g. incorporated association or statutory authority), please execute in the appropriate manner.

H. Date