

# Application for Amateur Radio (Intermediate) Licence

Please refer to the notes overleaf and complete in dark ink in BLOCK CAPITALS

## Details of applicant

Name \_\_\_\_\_ Title \_\_\_\_\_ Initials \_\_\_\_\_ Surname \_\_\_\_\_

Mailing address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone (Please include dialling code) \_\_\_\_\_  
Home \_\_\_\_\_ Work \_\_\_\_\_

Date of birth \_\_\_\_\_

## Main station address

(if different from mailing address) \_\_\_\_\_  
\_\_\_\_\_

Postcode \_\_\_\_\_

## Current/Previous Licence details (if applicable)

Call sign (if held)

Date of issue \_\_\_\_\_

Qualifications (tick those that apply)  
(Please send originals as photocopies are not acceptable)

- Course completion slip (NLTC)
- Pass in the City & Guild IRAE
- RSGB Intermediate Examination Certificate (current Foundation Licensee)
- Foundation and Intermediate RSGB Examination Certificate (If not a holder of Foundation Licence)

## Call sign

If you would like to request a particular call sign, please provide details below. If you do not want to request a call sign you will be automatically allocated one by the system. (see notes overleaf).

Call sign

## Call books

Do you wish your name and address to be published? (see notes overleaf)  Yes  No

## Renewal payments

In future I wish to pay my renewal fee by:  
(see notes overleaf) If you select to pay by Direct Debit a bank payment instruction will be sent to you.

- Direct debit
- Cheque/postal order/credit card/debit card

## Declaration

If you provide false information you may invalidate your application and be liable for prosecution. I certify that the information I have given is correct to the best of my knowledge.

Name \_\_\_\_\_ Signed (Applicant) \_\_\_\_\_ Date \_\_\_\_\_

If you are under 18 years of age the signature of your parent or guardian is required

Signed (Parent or Guardian) \_\_\_\_\_ Date \_\_\_\_\_

The information given on this form is subject to the provisions of the Data Protection Act 1998 and will be used in accordance with the appropriate entry attributed Ofcom in the register of Data users and Computer Bureaux.

## Notes

### Conditions

Under the Wireless Telegraphy Act 1949 a licence issued by Ofcom is required before any person may establish or use any station for wireless telegraphy or install or use any apparatus for wireless telegraphy in the UK and UK territorial waters.

To be eligible for an Amateur Radio (Intermediate) Licence you must:

- have attended the Novice Licence training course and have obtained a course completion slip (NLTC) and have passed the Novice (NRAE) Radio Amateurs' Examination. The date of completion of the training course must precede that of the pass for the examination or
- Pass in RSGB Intermediate exam

### Publication of name and mailing address

Ofcom permits publication of your name and mailing address in a call book, if you have consented by ticking the appropriate box.

If you have not consented, only your call sign will be published. If this call book is compiled, stored and published by a third party, either in written form or by "read only" computer disks, it will be made clear to the third party that the information will be disclosed to it for the publication of a call book and for no other purpose.

### Renewal payments

Please note that Licences are free to the under 21's and to those aged 75 years or older. If you are under 21 or 75 and over at the time of renewal, you only need to sign and return the Remittance Advice Note to indicate that you wish to continue

### Requesting a call sign

If you would like to request a particular call sign in the current series of call signs, you may do so at the call sign section overleaf. To avoid the disappointment of the call sign you requested not being available you can list a number of call signs in order of preference either on the application form or a separate sheet of paper. Before filling this in, you should telephone RLC to check that the call sign is available. The call sign will only be issued to you once your full application is received by them and call signs are issued on a "first come first served" basis. Please note that if you previously held a call sign, this will be re-issued to you and you will not be able to request another call sign.

## How to pay

Please enclose a cheque or Postal Order for the fee valid at the time of application made payable to Radio Licensing Centre and crossed "A/C Payee". Please print your name and customer reference number if applicable, on the reverse of your cheque or postal order. Do not send cash. If you wish to pay by credit/debit card please provide the following details:

Type	<input type="text"/>
Card number	<input type="text"/>
Expiry	<input type="text"/>
Card holder	<input type="text"/>
Issue number or date (If applicable)	<input type="text"/>
Signature	<input type="text"/>

The following cards are currently accepted: Mastercard, Visa, Switch/Maestro, Visa Delta.

**Please do not send your card.**

### Future renewal payments

For future renewals you have an option of automatic payment made by Direct Debit Instruction with your bank or building society. Paying by Direct Debit means you will not have to amend your instruction whenever there is a change in the licence fee. If you wish to pay by this method please tick the appropriate box on the form.

### Where to send this application

The completed form should be sent to:

**Radio Licensing Centre**  
PO Box 884, Bristol BS99 5LF

Please ensure you enclose:

- Licence fee (see "How to pay" above),
- Novice Licence Training course completion slip (NLTC)
- NRAE Record of Achievement
- Pass in RSGB Intermediate exam

(Originals only, photocopies are not acceptable) which will be returned to you.

**Please allow 14 days from posting your application for receipt of your licence.**

### Helpline

If you have any enquiries regarding your application please contact the Radio Licensing Centre **(0117) 925 8333**.

Our lines are open from 9.00am - 5.00pm Monday - Friday. An answerphone service is available outside office hours.

Minicom number **(0117) 921 8393**.

Email [radio.licensingcentre@royalmail.com](mailto:radio.licensingcentre@royalmail.com)

[www.radiolicensingcentre.co.uk](http://www.radiolicensingcentre.co.uk)

Fax: **(0117) 921 8444**

## For official use only

Call sign	_____
Date issued	_____
Type of licence	_____
Customer reference number	_____
Officer's signature	_____