Electronic Communications Office of Latvia (ECO)

Address: 5 Eksporta Street, Riga, LV-1010, Latvia; e-mail: [esakari@esakari.lv](mailto:esakari@esakari.lv)

**APPLICATION FOR INSTALLATION OF LAND**

**FIXED SERVICE RADIO EQUIPMENT PERMIT OR TEMPORARY PERMIT**

1. **APPLICANT (legal2** entity or **natural1** person):

|  |  |
| --- | --- |
| Name2 / Name, surname1 | Registration No.2 / personal identity number1 |
| Legal address2 / Declared address1 | Telephone, e-mail2,1 |

**2. Technical information:**

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| Site name | | | | | Link | | | | | | | Start date | | | | | | | | End date | | | | | |
|  | | |  | | | | | | | |  | | | | | | |  | | | | |  | | | |
| Antenna installation site (exact description) | | | | | | | | | | | | Address and postcode of the equipment installation site | | | | | | | | | | | | | |
| Geographical longitude [1] | | | Geographical latitude [1] | | | | | | | Site altitude above sea level, m | | | | | | | | Antenna manufacturer, type | | | | | | | |
|  |  | | |  | | | | | | |  | | | | | | | | | | | |  | | | |
| Antenna type | | | | Linear dimensions [2] | | | | | Amplif. coefficient, dBi [3] | | | Radome atten., dB [4] | | | | | | Radiation pattern [5] | | | | | | | |
| Height above ground, m | | | | Azimuth, degrees [6] | | | | | | | |  | | | | | | | |  | | | | | |
|  | | | |  | | | | | | | |  | | | | |  | | | |  | | | | |
| Feeder manufacturer | | | | Feeder type | | | | | | | | | Feeder length, m | | | | | Feeder attenuation, dB/100 m | | | | Additional attenuation,  dB | | | |
|  | | | |  | | | | | | | |  | | | | |  | | | |  | | | | |
| Equipment manufacturer | | | | | | | Equipment type | | | | | | | | | | | System capacity [7] | | | | | | | |
|  | | | |  | | | | | | | |  | | | | |  | | | |  | | | | |
| Trans. frequency, MHz [8] | | Power, dBm [9] | | Pol [10] | | Antenna ramification attenuation, dB [11] | | | | Receiv.  frequency MHz [8] | | | | Pnom, dBm [12] | C/I, dB [13] | | | Tr., dBm [14] | Pol [10] | | Antenna ramification attenuation, dB [11] | | | C/Iblakus dB [15] | |
|  | |  | |  | |  | | | |  | | | |  |  | | |  |  | |  | | |  | |
|  | |  | |  | |  | | | |  | | | |  | |  | |  |  | |  | | | |  |
| Station configuration [16] | | | | Type of information to be transmitted [17] | | | | | | | | | | | | | | | | | | | | | |
| Signal type [18] | | | | Modulation method [19] | | | | | | | | Radiation class [20] | | | | | | | | bandwidth | | | | | |
|  | | | |  | | | | | | | |  | | | | | | | |  | | | | | |
| Name of the opposite site | | | | | | | | Address and postcode of the opposite site | | | | | | | | | | | | | | | | | |

**3. Comments** *(if applicable, please provide any other information you consider relevant)*

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**4. Type of receipt of** licence In accordance with the Law On Notification, please choose **one** of the methods of receipt and provide the additional information requested:

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| 1. **In the form of an electronic document.** | | |
| 1. 4.1 | 1. By email or official e-address (if you wish to receive by e-mail**, specify e-mail address):** |  |
| 1. **In printed document form** | | |
| 1. 4.2 | 1. By post to **(specify address):** |  |
| 1. 4.3 | 1. By using both e-mail and postal services 2. Send a scanned copy to **(specify e-mail address):** 3. Send the original by post to **(specify address**): |  |
| 1. 4.4 | 1. In person at the office of the ECO (5 Eksporta Street, Riga) or via a messenger service paid for by the client\*. **Please provide a telephone number for communication:** |  |

\*The permit will be sent to the client's legal address/declared address of residence, if the client/ or the client's representative fails to appear at the office of the ECO within three business days to receive the prepared document.

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| *Please be advised that, in accordance with Section 6(1)(10) of the Law on Electronic Communications and Paragraph 19 of the Cabinet of Ministers Regulation No. 501 of 19 August 2014 “Construction Regulations On Engineering Structures for Electronic Communications", a technical design for the installation of a radio communication network must be developed, except:*   1. *where the electronic communications network cables and (or) equipment are installed on their own immovable property or on immovable property in their own possession, or in their own equipment container or equipment cabinet;* 2. *if the antenna or equipment is installed on their own tower or mast.*   *The technical design of the installation shall be submitted to the ECO for approval prior to the installation of the radio communication network. For further information on the development and approval of the technical design of installation, please contact expert for numbering management and projects with the (ECO), tel. 22012813.* |

I have been informed that the applicant will be indicated as the addressee of the permit in the permit for the use of the radio frequency assignation. Invoices will be issued to the addressee of the permit

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| (place, date) |  |
|  | |
| \* (title, name, surname and signature of the signatory or authorised person) | |

*\*The application must be signed by the legal representative of the legal entity or his/her authorised person. If the application is signed by an authorised representative, the original or a certified copy of the Power of Attorney must be attached to the application*

*\*The document requisite "signature" shall not be completed if the electronic document has been prepared according to the laws and regulations on the execution of electronic documents.*

**GENERAL INFORMATION**

In accordance with the Regulation No. 133 of the Cabinet of Ministers of the Republic of Latvia (hereinafter referred to as - the Cabinet) of 21 March 2023 "Regulations on Permits for Use of Assignment of Radio Frequency", natural persons and legal entities may install and use radio equipment only after obtaining a permit for use of assignment of radio frequencies.

For examination of an application for installation of radio equipment or a temporary, or short-term license, ECO must submit the documents specified in the Cabinet Regulation No. 133 of 21.03.2023, which shall be accompanied by a copy of a map of an appropriate scale with indicated station installation sites and a layout plan of the communication schemes, antennas and equipment at a particular installation site and this application. The application must be completed for **each** radio station (including receiving only) separately.

In case of an incomplete permit application, ECOmay refuse to issue the permit until all the necessary data have been received. The applicant is responsible for the accuracy of the data submitted for receipt of the permit. The permit application shall be examined within 30 days of the day of receipt. For objective reasons (e.g., international coordination of frequency assignments), the time limit may be extended, whereof the (ECO) shall inform the applicant in written form.

# INFORMATION FOR COMPLETING THE APPLICATION FORM

1. Geographical coordinates of sites in degrees, minutes, seconds to at least one second in the WGS84 coordinate system.
2. Indicate linear dimensions of the antenna. For a parabolic reflector, indicate the diameter.
3. Antenna gain in the direction of the main peak of radiation in relation to an isotropic radiator.
4. In the case of an antenna radome, indicate its attenuation. It need not be specified if its value is already included in the gain factor.
5. Radiation pattern of the antenna (amplification in other directions relative to the main peak). Submit in graphical or analytical form for both equal and cross-polarisation. The directional diagram for the main radiation shall be specified in the Application at -3 dB level.
6. Antenna azimuth - The azimuth of the main peak of the antenna's radiation pattern in a clockwise direction with respect to geographic north.
7. System capacity - number of channels for analogous or data flow rate Mbit/s for digital hardware.
8. Indicate the desired transmitting and receiving frequency or frequency range of the given station. For receiving station only or for transmitting station only, write “0” in the appropriate column for the frequency concerned
9. Transmitter output power, dBm (0 dB = 1 mW).
10. Polarisation of the transmitting and receiving antenna.
11. Attenuation at signal branching points in the transmitting or receiving stage (e.g., in separating filters).
12. Nominal power of the radio signal at the receiver input, dBm.
13. Permissible *carrier-to-interference (C/I*) ratio*.*
14. Receiver input signal threshold. For digital equipment, specify at error probability BER = 10-3.
15. Permissible ratio valid signal/interference on adjacent channel.
16. Specify the type and configuration of diversity. For example, frequency *diversity* 2+1.
17. Information to be transmitted - telephony, data, TV, audio, etc.
18. Signal type, e.g. analogous, digital, video, etc.
19. Modulation method, e.g., QPSK.
20. Emission class according to the classification defined in the International Telecommunication Union Radio Regulations.