Electronic Communications Office of Latvia (ECO)

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

**APPLICATION FORM FOR SATELLITE EARTH STATION LICENCE**

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

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

1. **EARTH STATION**

|  |
| --- |
| Name |
| Purpose of use |
| Geographical address of the Earth station (street, building No., city)  LV-- \_\_\_\_\_\_\_\_ |
| Description of the antenna location (e.g., old/new tower, roof of which building) |

The application must be accompanied by a plan of the building or site showing location of the station and antenna, indicating surrounding landmarks (buildings, towers, natural formations).

|  |  |
| --- | --- |
| Antenna diameter, metres | Antenna altitude from sea level, metres |

1. **Antenna coordinates**

|  |  |  |  |
| --- | --- | --- | --- |
| Latitude, N/S | degrees | minutes | seconds |
| Longitude, E/W | degrees | minutes | seconds |

|  |  |  |
| --- | --- | --- |
| Horizontal height of the antenna: | or in annex | (tick where applicable) |

|  |  |  |
| --- | --- | --- |
| Type of equipment | Manufacturer | Serial No. |

1. **SATELLITE**

|  |  |
| --- | --- |
| Name | |
| Geostationary orbital position, degrees E/W | |
| Name of the transmitting beam | Name of the receiving beam |

1. **TRANSMIT**

|  |  |
| --- | --- |
| Maximum antenna amplification, dB | Polarisation |
| Antenna radiation pattern (analytical, graphical, or by reference to an ITU document) | |
| Mean frequency, MHz | Full bandwidth, kHz |

1. **TRANSMIT (continued)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Class of emission  (According to ITU Radio Regulations, Annex 1) |  | | | |
| Description of the modulating signal | Maximum power, dBW | Maximum power  density, dBW/Hz | | Single channel  bandwidth, kHz |
| Number of carrier frequencies per transponder | | | Carrier spacing, kHz | |

1. **RECEIVE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Maximum antenna amplification, dB | | | Polarisation | | |
| Antenna radiation pattern (analytical, graphical or by reference to an ITU document) | | | | | |
| Full bandwidth, kHz | | | Mean frequency, MHz | | |
| Class of emission of the receiving signal 1 | |  | | | |
| Description of the modulating signal | Single channel  bandwidth, kHz | | | | Receiving system noise  temperature, K |
| Number of carrier frequencies per transponder | | | | Carrier spacing, kHz | |

|  |
| --- |
| The above data is valid from 20\_\_ to \_\_\_\_\_\_\_\_ |

**8. 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:

|  |  |  |
| --- | --- | --- |
| **In the form of an electronic document.** | | |
| 8.1 | By email or official e-address (if you want to receive by e-mail**, specify e-mail address):** |  |
| **In printed document form** | | |
| 8.2 | By post to **(specify address):** |  |
| 8.3 | By using both e-mail and postal services  Send a scanned copy to **(specify e-mail address):**  Send the original by post to **(specify address**): |  |
| 8.4 | In person at the office of the ECO (5 Eksporta Street, Riga) or via a messenger paid for by the client\*. **Please provide a telephone number for communication:** |  |

\*The licence 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 licence in the licence for the use of the radio frequency assignation. Invoices will be issued to the addressee of the licence.

|  |  |
| --- | --- |
|  |  |
| (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 person, the application must be accompanied by a duly executed original of the Power of Attorney or a certified copy thereof.*

*\*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.*

**EXPLANATIONS**

The application for a satellite Earth stationlicence should be submitted to the ECO*,* accompanied with:

1. Plan of the building or site shown in the application, showing cardinal directions, scale, antenna.

2. The height of the apparent horizon of the antenna, depending on azimuth, if it is not zero for all azimuths.

3. At the request of the ECO*,* - a proof (declaration of conformity or certificate) of compliance of the equipment to the essential requirements stipulated by the laws and regulations on conformity assessment of equipment.

The ECO*,* will also take into account any additional information on this application and may request to submit additional explanatory documents in case of a complex electromagnetic situation.