



## APPLICATION FOR A LICENCE TO ESTABLISH A WIRELESS SUBSCRIBER TELEVISION SERVICE (STV)

### Application Guidelines

This is an application for a Wireless STV Licence. The Broadcasting Commission shall reject all unresponsive applications.

#### Instructions to Applicants.

- 1) Completed application forms together with supporting documents and transmittal letters will be received by the Broadcasting Commission at prescribed times.
- 2) Questions concerning applications must be submitted to:

The Chairman  
Broadcasting Commission  
5<sup>th</sup> Floor, Victoria Mutual Building  
53 Knutsford Boulevard  
Kingston 5

- 3) Applicants are cautioned that no prior, or post award, conversation, representation or agreement with any officer, agent or employee of the Office of the Prime Minister, Broadcasting Commission, or its consultants and designates, shall affect or modify any terms of the Act, Regulations and Guidelines herein.
- 4) All requests for clarification by the applicant must be received in writing by the Broadcasting Commission
- 5) Change to the application material will be made by written addenda issued by the Broadcasting Commission. Applicants should provide acknowledgements, by number and date issued, of each addendum to this Application, if any.
- 6) The Broadcasting Commission may require that Applicants reply in writing to requests for clarification or appear for interviews.
- 7) All Applicants shall submit an original and seven (7) copies of the Application Form with attachments and supporting documents, in individual envelopes, with the applicant's name on each, to the Broadcasting Commission in one overall Package marked ***"Application for Wireless STV Licence."***
- 8) Applications and supporting documents must be addressed to: **The Chairman, Broadcasting Commission, 5<sup>th</sup> Floor, Victoria Mutual Building, 53 Knutsford Boulevard, Kingston 5.**
- 9) Applications must be delivered by appointment to the offices of the Broadcasting Commission on the following days: **Mondays: 1:00 p.m. – 4:00 p.m.**  
**Tuesdays: 9:00 a.m. – 12 noon**  
**Thursdays: 1:00 p.m. – 4:00 p.m.**

- 10) The Applicant may request that financial documentation, required at part five (5) of the application, be held confidential.
- 11) All sections of the application must be completed.
- 12) A signed copy of the checklist annexed to the application form must be returned with the form.
- 13) Applicants are advised to acquire and read the **Television and Sound Broadcasting Regulations, 1996**.