

# APPLICATION FOR AN AMATEUR CLUB STATION LICENSE

**W5YI-VEC**

FCC Club Call Sign Administrator

BE SURE TO READ ALL INSTRUCTIONS ON THE REVERSE SIDE. PLEASE TYPE OR PRINT LEGIBLY!

**SECTION 1 -- Application Purpose (Check all boxes that apply.)**

- |   |  |
|---|--|
| <p><input type="radio"/> <b>NEW</b> License Grant - (Not applicable to RACES)<br/>**Must attach organizational documents, bylaws etc. **</p> <p><input type="radio"/> <b>CHANGE</b> Club Station Trustee<br/>**Must attach change in organizational documents, bylaws etc. **</p> <p><input type="radio"/> <b>CHANGE</b> Club Mailing Address</p> | <p><input type="radio"/> <b>RENEW</b> Club License - (Not applicable to RACES)<br/>** If Club holds a <b>Vanity</b> Call sign, please include <b>\$12.30</b> for processing **</p> <p><input type="radio"/> <b>CANCEL</b> Club License<br/>**Must attach change in organizational documents, bylaws etc. **</p> <p><input type="radio"/> <b>CHANGE NAME /OTHER</b> (specify) _____</p> |
|---|--|

**SECTION 2 -- Trustee Information**

LAST NAME	SUFFIX	FIRST NAME	MI	CALL SIGN
DAYTIME TELEPHONE NUMBER (include area code)		FAX NUMBER (include area code)	E-MAIL ADDRESS	

Credit Card # \_\_\_\_\_ Exp \_\_\_/\_\_\_ Last 3 digits on back of card \_\_\_\_\_  
 Name on Card \_\_\_\_\_ Billing Zip Code \_\_\_\_\_ **\*\* Renewal of Vanity Call \$12.30\*\***

**SECTION 3 -- Club Information**

CLUB NAME (OR NEW NAME)	CALL SIGN (If none, write new)
CLUB MAILING ADDRESS	CLUB FRN or EIN (If new or unknown leave blank)
CITY	STATE ZIP CODE E-MAIL ADDRESS

**SECTION 4 -- Certification**

**We certify that:**

- The information provided on this application is true and accurate, to the best of our knowledge;
- We are not representatives of a foreign government;
- The construction of the station for which this application is being submitted will NOT be an action which is likely to have a significant environmental effect (See 47 CFR Sections 1.301 1.319 and Section 97.13(a));
- We have READ and WILL COMPLY with Section 97.5 and 97.13(c) of the Commission's Rules regarding RADIOFREQUENCY (RF) RADIATION SAFETY section of OST/OET Bulletin Number 65., and all amateur service rules.
- We waive any claim to the use of any particular frequency regardless of prior use or otherwise;
- The station to be licensed will be inaccessible to unauthorized persons.

Signature of Applicant (Trustee) <b>DO NOT</b> print, type or stamp. (RACES and Mil Rec, see other side):	Date:
Signature of responsible club official - <b>MUST NOT be the same as Trustee</b> :	Date:

# INSTRUCTIONS

To return by fax (817) 548-9594

Use this form to apply for a new **CLUB STATION** license, or modify an existing **CLUB STATION** license. This form can also be used to modify an existing **RACES STATION LICENSE**.

**RACES STATION LICENSES** cannot be renewed. New **RACES** Station licenses are no longer being issued.

- Use a typewriter or print clearly in ink.
- Complete all applicable fields on this form - telephone numbers, fax number and e-mail addresses are optional, but supplying this information recommended.
- For modifications to a club station license attach a copy of the current station license and copy of club organization documents that reflect the change or modification, ie change of club or entity name, trustee or official club address.
- The application must be **signed in ink** by **two different** individuals, the Trustee and another club officer.

## Section 1 -- Application Purpose

Check all boxes that apply.

There are no fees involved when setting up, renewing, or making a change to a regular Club Callsign.

**If your Club holds a Vanity Callsign, there is a \$12.30 FCC Regulatory fee that must be paid to renew a Vanity Club Callsign.**

**Please be sure to include your credit card information or on your application or enclose payment by check or money order.**

## Section 2 -- Trustee Information

Fill in the proposed or new trustee's name and call sign information; optionally, include telephone, fax and e-mail information.

## Section 3 -- Club Information

Fill in the name of the club, club station call sign (unless the application is for a new license) and the US Mailing address to which the license will be mailed; include telephone, fax and e-mail information. If the club has already been issued a Federal Registration Number (FRN) in the CORES program, include FRN in the space provided. If the club **has not** been issued either an FRN or have an EIN, leave this space blank. **DO NOT** use a personal Social Security Number, or FCC FRN number.

## Section 4 -- Certification

The applicant and responsible party should read the certification (including the RADIOFREQUENCY (RF) RADIATION SAFETY certification) and all FCC Part 97 Rules regarding Club Station Licenses and control operator duties before signing the application document.

### Club Station Licenses

This section must be signed by the club license trustee **and** by another responsible club official. The trustee must hold an FCC issued amateur license of any class except Novice. **The responsible club official must be an officer of the club. He or she MUST NOT be the same person as the club license trustee.**

### Races Station Licenses

The FCC does not renew (even if it is a Vanity) RACES call signs (WCx3, WRx3, WKx3, and WTx3). A "New Club" application must be submitted to re-establish the Club with the FCC. The existing call must be vacated and a new random call assigned. To modify a RACES station license, the signature for the RACES station **applicant** must be that of the civil official responsible for the coordination of all civil activities in the area concerned. The applicant need not be an amateur radio operator. The signature of the **responsible official** for a RACES application must be that of the official responsible for the governmental entity served by the civil defense organization. **The responsible official MUST NOT be the same as the applicant.**

### Military Recreation Station Licenses

The signature of the **applicant** for a military recreation station must be that of the official in charge of a station provided for the recreational use of amateur radio operators, under the military auspices of the Armed Forces of the United States. The applicant need not be an amateur radio operator. The signature of the **responsible official** for a military recreation license must be that of the official in charge of the United States Government premises where the military recreation station is located. **The responsible official MUST NOT be the same as the applicant.**

Direct questions to: W5YI VEC POB 565101, Dallas, TX 75356 1-800-669-9594 [w5yi-vec@w5yi.org](mailto:w5yi-vec@w5yi.org)