



Postal and Telecommunications Regulatory Authority of Zimbabwe

30 The Chase, Emerald Business Park

P.O. Box MP 843, Mount Pleasant, Harare, Zimbabwe

Tel: +263 4 333032, Fax: +263 4 333041

Website: www.potraz.gov.zw

Email: the.regulator@potraz.gov.zw

PRIVATE MOBILE RADIO NETWORK APPLICATION FORM

(To be completed in duplicate- one copy to be retained by applicant)

SECTION A: GENERAL INSTRUCTIONS

Please read the following conditions carefully before completing the application form.

- A1.** An application form must be completed in duplicate and all appropriate fields answered in full. The answers given form the basis on which a licence is issued and the conditions of that licence.
- A2.** Use block letters, where not applicable, insert N/A. If any detail of your proposed system is not covered by this form, please attach a separate letter detailing your requirements.
- A3.** The proposed radio communication service may not be bought into service, nor may alteration be made to an existing licensed network without written authority from POTRAZ.
- A4.** Assistance should be sought from authorised radio Dealer in completing the field on the technical aspects of the radio system.

The following documents are required on presentations of the application forms:-

- (a) Companies
 - (i) Certified copies of Certificate of Incorporation and CR 14 list of Directors
 - (ii) Proof of residence of one of the directors
 - (iii) Certified copies of National Identity
 - (b) Individual
 - (i) Certified copy of National Identity
 - (ii) Proof of residence
 - (c) NGO and Diplomatic Mission (I)Memorandum of Agreement with the Government of Zimbabwe
 - (d) Residents Association
 - (i) Proof of residence of Chairman, Secretary and Treasurer.
 - (ii) Certified copies of National Identity of Chairman, Secretary and Treasurer
 - (iii) Memorandum of Agreement with Zimbabwe Republic Police (local office)
 - (e) Farmers Association
 - (i) Proof of residence of Chairman, Secretary and Treasurer.
 - (ii) Memorandum of Agreement with Zimbabwe Republic Police (local office)
 - (f) Government Departments
 - (i) Current Zimbabwe Act which establishes the Government Institution.
 - (ii) Certified copy of National Identity of Chairman / Director / CEO
 - (iii) Proof of residence of Chairman / Director / CEO
- A6.** Non Refundable Application fee
- A7.** The Completed application form should be submitted to:

The Director General POTRAZ
P.O. Box MP 843
Mount Pleasant
Harare

Or deliver by hand to: **30 The Chase, Block A, Emerald Business Park, Mount Pleasant, Harare**

New Service

Licence Modification

Date

Application No

Licence No

Status: Approved Rejected

1. Client Information

Name of Applicant

Postal Address

Physical Address

Telephone No. Fax E-mail

Mobile No.

Citizenship of Applicant

Nature of Business

Contact Person Tel E-mail

National ID

Address

Technical Contact Agent Tel Fax

Mobile No.

Government Department Diplomatic Mission Public Company Private Company

Government Institution Private Institution Farming Individual Other (Specify)

2. Licence Type

VHF HF UHF Amateur Radio Radio Guidance CB Radio

Telemetry Alarms Other (Specify)

Approximate Daily Usage Time Hrs To Hrs Service Area

Purpose of Station

Other Licensed Network Owned: Number Licence Number

Exclusive frequency Shared frequency

3. Repeater Station Site Details

(Please attach network diagram)

Station Name Type of Terrain Station Class e.g Land Mobile

Site Owner Physical Address

Degrees Minutes Seconds hem (E/S) UTM Duplex/Simplex Freq.

Longitude	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Latitude	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Map Number Used

Aerial Type Model Gain dBi Effective Height m Directivity

4. Base Station Site Details

(Please attach network diagram)

Station Name Type of Terrain Station Class e.g Land Mobile

Site Owner Physical Address

Degrees Minutes Seconds hem (E/S) UTM Duplex/Simplex Freq.

Longitude	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Latitude	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Map Number Used

Aerial Type Model Gain dBi Effective Height m Directivity

5. Mobile/ Remote Site Equipment

	Vehicle Registration Numbers / Portable	Make and Type of Equipment	Serial Number of Equipment
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			

6. Transceiver Details (Repeater / Base Station)

(Please make separate copy of relevant page/s if you are using different types of radios networks)

Callsign	<input type="text"/>	Function	<input type="text"/>
Make	<input type="text"/>	Nomenclature (Voice, Data, etc)	<input type="text"/>
Model	<input type="text"/>	Local supplier/dealer	<input type="text"/>
Country of Origin	<input type="text"/>	Local Supplier ID No.	<input type="text"/>
Proposed Freq. Band (Civil, military, mixed)	<input type="text"/>		<input type="text"/>
Deployed Type	<input type="text"/>	Serial No. (Base Station/ Repeater Station)	<input type="text"/>
Use of Tones e.g. ctss	<input type="text"/>	Type Approved Yes/No	<input type="text"/>

7. Transmitter

Tx Power Tunability (W) range	<input type="text"/>	Necessary Bandwidth (MHz)	<input type="text"/>
Antenna Gain (dBi)	<input type="text"/>	Tx Emission Class	<input type="text"/>
EIRP (W)	<input type="text"/>	Channel Separation (MHz)	<input type="text"/>
Operation Frequency Range (MHz)	<input type="text"/>	to	<input type="text"/>

8. Receiver

Operation Frequency Range (MHz)	<input type="text"/>	to	<input type="text"/>
Channel Separation (MHz)	<input type="text"/>	Intermediate Frequency (MHz)	<input type="text"/>
Necessary Bandwidth (MHz)	<input type="text"/>	Signal-to-Noise Ratio (dB)	<input type="text"/>
IF Bandwidth (MHz)	<input type="text"/>	Sensitivity (dBμV)	<input type="text"/>
Emission Class	<input type="text"/>	Addition Chn Selectivity (dB)	<input type="text"/>

I certify that:

- I. The Information given above is true to the best of my knowledge.
- II. If a licence is issued the requirements of the Postal and Telecommunications Services Act Chapter 12:05, the Postal and Telecommunications Services Regulatory and Licence Conditions will be Observed and complied with at all times

Applicant Signature	<input type="text"/>
Position Held	<input type="text"/>
Date	<input type="text"/>

9. For Potraz Use Only

Licence Number	<input type="text"/>	Type of Radio System	<input type="text"/>	Base Station e.r.p.	<input type="text"/>	W				
Base Station Transmit Frequency	<input type="text"/>	(MHz)	Mobile Station Transmit Frequency	<input type="text"/>	(MHz)					
Tone Code Permitted	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	If Yes, Tone Code Frequencies Used	<input type="text"/>				
Channel Spacing	<input type="text"/>	KHz	Bandwidth	<input type="text"/>	KHz					
Sharing with	<table border="1"> <tr><td>1</td></tr> <tr><td>2</td></tr> <tr><td>3</td></tr> <tr><td>4</td></tr> </table>						1	2	3	4
1										
2										
3										
4										

Fee Class	<input type="text"/>	Application Fee	<input type="text"/>	Receipt No.	<input type="text"/>										
$SpecFee = (No. Of Chn) \frac{RFWB}{SpecUnit} \times (ReUsefactor) \times (SharingFactor) \times (ServiceFactor) \times (UnitSpectrumCharge) \times (SatelliteServiceFactor)$															
Spectrum User Fee =	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>	x	<input type="text"/>	= \$	<input type="text"/>	Receipt No.	<input type="text"/>
Approved Date:	<input type="text"/>		Approving Officer	<input type="text"/>											
Remarks	<input type="text"/>														
<input type="text"/>															
<input type="text"/>															
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