



## Application Form for an Individual Licence

Under section **29** of the Telecommunications Act (**Act No. 31 of 2000**)

Please tick as appropriate:

- Fixed Public Telecommunications Licence
- Public Mobile Telecommunications Licence
- Public Radio Paging Licence
- Internet Networks and Services Licence
- Submarine Cable Licence

### National Telecommunications Regulatory Commission

Maurice Bishop Highway, Grand Anse

P.O Box 854

St. George's

Grenada

Telephone Number: 1 (473) 435 6872

Fax Number: 1 (473) 435 2132

Email: [gntrc@ectel.int](mailto:gntrc@ectel.int)

Website: [www.ntrc.gd](http://www.ntrc.gd)



## Guidance Notes

- [3] copies of the completed application form should be submitted in an envelope clearly marked "Telecommunications Individual Licence Application" addressed to National Telecommunications Regulatory Commission. P.O Box 854, St George's Grenada.
- The completed application form must be accompanied by a fee of \$1000.00 payable to the National Telecommunications Regulatory Commission (NTRC).
- Please note that this form may also be used for an application to modify an existing licence under section **29** of the Telecommunications Act 31 of 2000.
- Please indicate which, if any, information provided by the applicant in this application is confidential.
- Note that only one application can be made on an application form, additional individual license application should be made on a separate individual license application form.
- Please note that any word, phrase or expression used herein shall have the same meaning as it has in the Telecommunications Act 31 of 2000.



**1. PART I -THE APPLICANT**  
(Please complete fully in type or block letters)

**1.1 Contact Details**

1.1.1 Name and business address of applicant

1.1.2 Designated contact person

1.1.3 Telephone number

1.1.4 Fax number

1.1.5 E-mail address (if available)

**1.2 Business Details**

1.2.1 If the applicant is a company, partnership or other body please give the name(s) and private address (es) of each of the current directors, company secretary, or partners:

Name

Address



1.2.2 Name under which applicant proposes to trade, and registered office address if different to above:

1.2.3 In the case of a company or other body corporate, please supply the company's registered number. If not incorporated in Grenada, please provide any registration number which the [companies registration office] in Grenada may have issued.

1.2.4 Address in Grenada for service of process or other notices (in case of overseas applicant)<sup>1</sup>

### 1.3 History of the Applicant

1.3.1 Has the applicant ever applied for a licence or registration under any Act in Grenada and been refused?

YES

NO

1.3.2 Has the applicant ever been licensed under the Telecommunications Act 2000 (Act No. 31 of 2000)

YES

NO

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<sup>1</sup>Where the applicant is located overseas, the application must include an address for service of process and any other notice in Grenada.



1.3.3 If the answer to question 1.3.2 is YES, has any such licence been revoked?

YES

NO

1.3.4 Has any Affiliate of the applicant previously been granted a license under the Telecommunications Act 31 of 2000 which was revoked?

YES

NO

1.3.5 Is the applicant the holder of a telecommunications licence in any other country?

YES

NO

1.3.6 Has the applicant or any Affiliate been refused a licence mentioned in question 1.3.5 above, or had a licence revoked?

YES

NO

1.3.7 Has the applicant operated under or carried on business under any name other than the name in this application?

YES

NO





- wholesale and retail activities
- telecommunications equipment production or supply and other telecommunications activities.

2.1.6 Please provide brief resumés of key managerial staff, indicating relevant prior experience, qualifications and other sources of expertise as appropriate, and also explain what technical resources exist to help complete plans.

2.1.7 Has any member of the applicant's managerial staff has been bankrupt, or been a director of a company which has become insolvent?

YES

NO

If the answer is YES, please attach a certified copy of the discharge.

2.1.8 Has the applicant or any member of the applicant's managerial staff ever been the defendant or respondent in any proceedings in any court in any jurisdiction involving dishonesty, fraud, theft or violence, or is the applicant or any member of the applicant's managerial staff currently the subject of a charge or indictment under the law of any country for [contravention of any law or for] any conduct involving dishonesty, fraud, theft or violence?

YES

NO



## 2.2 Applicant's Current Activities

Please provide answers to the following questions in relation to (a) the applicant's activities in the OECS; (b) the applicant's activities elsewhere in the Caribbean; and (c) the applicant's activities elsewhere in the world.

### **Networks**

- 2.2.1 Please provide a summary of the infrastructure that the applicant has in place, including radio-based infrastructure.
- 2.2.2 If the applicant is using radio frequency spectrum, please provide details of the frequency authorisations held, including the number of frequency authorisations and the reference number of each frequency authorisation.

### **Services**

- 2.2.3 Please provide details of the products and services being provided by the applicant and the terms (including prices) on which they are available. In particular, please provide details on the number of customers and lines installed.
- 2.2.4 Please provide details of current contracts with all classes of customers, as well as copies of all such contracts.

### **Licence obligations**

- 2.2.5 Please provide details of how the applicant currently complies with the following obligations in relation to its existing networks and/or services (where relevant):
  - (a) any build-out obligations
  - (b) any public payphone obligations
  - (c) any obligations to provide access to emergency services
  - (d) any universal service obligations
  - (e) any customer obligations, including the provision of information services, quality of service obligations, and dispute resolution procedures
  - (f) any interconnection or facility-sharing obligations, including details of the cost accounting system to be adopted by the applicant in order to allow unbundling of interconnection charges and the calculation of component costs





- (g) any leased line and resale obligations
- (h) any privacy and confidentiality obligations
- (i) any non-discrimination obligations

## 2.3 Applicant's Proposed Activities

### *Networks*

2.3.1 Please provide a summary of the infrastructure that the applicant is planning to put in place within the next five years, including radio-based infrastructure.

2.3.2 If the applicant is planning to use radio frequency spectrum, please indicate whether an application has been submitted for a frequency authorisation and provide details (copies may be enclosed if preferred).

### *Services*

- 2.3.3 Please provide a description of each proposed service, including details on the following:
- all technical aspects of the services (including equipment)
  - how access to the service is to be provided (e.g. indirect access, direct access, leased lines, etc.)
  - targeted customer base, including number of customers targeted
- 2.3.4 Please provide details of any proposed supply relationships in respect of the proposed network and/or services.

### *Licence obligations*

- 2.3.5 Please provide details of how the applicant proposes to comply with the following obligations in relation to its proposed networks and/or services (where relevant):
- (a) any build-out obligations
  - (b) any public payphone obligations
  - (c) any obligations to provide access to emergency services
  - (d) any universal service obligations



- (e) any customer obligations, including the provision of information services, quality of service obligations, and dispute resolution procedures
- (f) any interconnection or facility-sharing obligations, including details of the cost accounting system to be adopted by the applicant in order to allow unbundling of interconnection charges and the calculation of component costs
- (g) any leased line and resale obligations
- (h) any privacy and confidentiality obligations
- (i) any non-discrimination obligations



**3. PART III - DECLARATION<sup>2</sup>**

On behalf of the applicant, I declare that the information provided by me on behalf of the applicant is accurate and complete in all respects.

Signed:

Full name of signatory:

Position held:

Date:

(dd/mm/yyyy)

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<sup>2</sup>This declaration must be signed:

- (i) in the case of an individual, by the person in whose name the application is made;
- (ii) in the case of a partnership, by a partner; or
- (iii) in the case of a company or other body corporate, by a director, company secretary or other authorised officer.



### Appendix 1

Applicant Name:

Application for:

#### Type of Company

Please tick appropriate box:

Sole Ownership

Partnership

Limited Liability

Other (*please specify*)

#### Shareholders

Please list the name, address and the percentage of shares of all the shareholders.

Name	Address	Share Percentage

Full Name of Signatory:

Authorised Signature:

Date:

(dd/mm/yyyy)