



GOVERNMENT OF BARBADOS

Telecommunication Act – 2001  
(Act 2001-36)

FORM 22

TU022

**APPLICATION FOR PRIVATE VSAT LICENCE**

**PART A: APPLICANT INFORMATION**

*(Please read the Notes provided at the back of this Form before completion)*

1. Name (if individual):.....

2. Nationality (if individual):.....

3. Address of Applicant (registered office or principal place of business):  
.....  
.....

4. Mailing Address (if different from registered office address):  
.....  
.....

5. Telephone No.:..... 6. Facsimile No.: .....

7. Mobile No.:..... 8. "E-mail" address: .....

9. Applicant is a (n):  
Individual  Corporation   
Group of Affiliated Persons

10. Is Application submitted with cheque  Yes  
 No

## PART B: TECHNICAL INFORMATION

### 11. Station Information

Station Name

Date of Bringing into Use

DD/MM/YYYY

Location

Address

Nature of Service

G/T (db/K)

Data Interface

Encryption/Scrambling  
Standard

Modulation Scheme

Modulation Type

Digital     Analogue

### 12. Associated Space Station

Nominal Orbital  
(for Geo-Stationary only)  
Longitude in Degrees-Hours-Minutes  
(E/W) (e.g. 120-45-30 W)

Name of Satellite Operator

Associated Satellite  
Receiving Beam  
Designation

Associated Satellite  
 Transmitting Beam  
 Designation

**13. Frequency Information**

Usage Period	Start Time	
	Stop Time	
	Transmit	Receive
Desired Frequency (MHz)	From	From
	To	To
Assigned Frequencies (MHz)	a. b. c.	a. b. c.
Corresponding Bandwidth of Assigned Frequency (KHz)	a. b. c.	a. b. c.
Feeder line Type		
Feeder Line Length (metres)		
Feeder Line Loss (dB)		
Emission		
Total Peak Power (+/-dBW)		
Maximum Spectral Power Density (+/-dBW/Hz)		
Polarization (Linear, Circular, etc.)		
(Digital Only) Baseband Symbols Rate (Kb/s)		

(Digital Only) Baseband Bit-Error Rate (IOE-35) MB/s		
(Analogue Only) Number of Voice Channels		
(Analogue Only) Baseband Noise/Power		
(Analogue Only) Baseband Frequency Range		
If Frequency		
<b>14. Radio Equipment Information</b>		
Station Name		
	Transmit	Receive
Manufacturer		
Trade Name		
Model		
Serial No.		
Frequency range (MHz)		
Maximum Frequency		
Separation	If 3 dB Bandwidth (kHz)	If 3 dB Bandwidth (kHz)
	Necessary Bandwidth	Necessary Bandwidth
	Transmitter Rate Power (watts)	Minimum Acceptable Rx Signed Level (dBW)

Frequency Stability		
Spurious Emissions		
<b>15. Antenna Information</b>		
Antenna Diameter (m)		
Manufacturer		
Model		
Antenna		
	Transmit	Receiver
Frequency range (MHz)		
Midband Gain (dB)		
3dB Beamwidth (°)		
	Elevation	Azimuth
Adjust Range (°)		
Operating Angle		
	Operational	Survival
Wind Loading (Km/hour)		
Radiation Pattern		
<b>16. Transmit Receive RF Filter Information</b>		
Manufacturer		
Model		

RF Filter Type (e.g. band Pass/reject)		
Insertion Loss (dB)		
Isolation A		
Isolation B		
Frequency Range (MHz)		
Transmit		
Receive		
Minimum Separation (MHz)		
Tuned Frequency (MHz)		
<b>17. Identify Reference of the following Functional Units Installed</b>		
	Transmit	Receiver
	Upconverter	Downconverter
	Modulator	Demodulator
Monitor & Control		
(Analogue Only) (Baseband (Audio/Video))		
(Digital Only) Data Interface		
Power Supply		
Others (to be specified)		

**18. Technical Document (One set to be submitted)**

**19. Technical Data & Specification of the following Functional Units (title to be specified)**

a. Transmitter	
b. Receiver	
c. RF Filter	
d. Antenna	
e. Baseband (Audio/Video) Data Interface	

**PART C: DOCUMENTARY EVIDENCE**

The applicant must provide the following documents:

- (a) Copies of certificate for incorporation or business registration certificate.
- (b) Most recent annual audited financial report.
- (c) Documentary evidence to demonstrate the financial capability of the company for the first 2 years of operation.
- (d) Performance Bond or Bank Guarantee for payment of licence fees for the first two years of the licence.

**PART D: CERTIFICATION STATEMENT**

We declare that we have not commenced provision or operation of any of the telecommunication stations or networks applied for in this application and all the information in this application is true and correct. We understand that approval from the Ministry for this application is based on information as declared in this application. We further acknowledge that, should any of the information declared herein be found to be untrue, inaccurate or incorrect, any licence granted by the Ministry will be rendered null and void. The Ministry reserves its right to impose penal sanctions against us under any applicable laws and regulations in force and this is without prejudice to any civil remedies that the Ministry has against us if any of the information declared in the application be found to be untrue, inaccurate or incorrect.

.....  
Signature

.....  
Company Stamp

.....  
Name

.....  
Date

Telecommunications Unit  
Ministry responsible for Telecommunications  
Barbados  
Telephone No. 246-430-2251      Fax: 246-426-0960

## **IMPORTANT INFORMATION**

1. This form is for the application and/or renewal of the licence for the installation and operation of Private VSAT (Very Small Aperture Terminal) networks.
2. For renewal, applicants are required to update changes in their particulars and their operational and business details.
3. All sections in this application form **MUST** be completed, unless otherwise indicated.
4. Approval of the application will be at the sole discretion of the Ministry responsible for Telecommunications in Barbados.
5. The application must be made by authorized personnel only. The application must be accompanied by the necessary supporting documents, including the necessary approvals from the relevant authorities obtained prior to submitting this application. These authorities may include, but not limited to the Town Planning Office.
6. The Ministry reserves the right to suspend or cancel the application if it is found that the information provided in this application is false, inaccurate or incomplete.
7. Consideration for approval of this application will be based on information declared in this application. The applicant is required to notify the Ministry in writing of any change in the information registered with the Ministry.

## **IMPORTANT INFORMATION**

1. Guidelines in respect of the application are attached to this form.
2. All blanks in this application form **MUST** be completed. Please read the “Guidelines and instructions” before completing the application form.
3. An applicant shall obtain such permits, licence or other authorization from other public offices or authorities as may be necessary for or in connection with the lawful installation or working of the Earth Station.
4. An applicant shall also attach or mail a certified true copy of the Registration Certificates from the Corporate Affairs and Intellectual Property Office (CAIPO) in Barbados.
5. Annual Fees are as indicated in the telecommunications (Licence Fees) Regulations, 2003.
6. Payment of licence fees can be made by cheque.
7. Where supporting documents are required, applicant is required to send the documents by mail to the above address.
8. Transmit (uplink) using VSAT’s is only allowed after the start of Phase 3 of the Transition programme.



## APPLICATION GUIDELINES FOR PRIVATE VSAT LICENCE

### Introduction

A Private VSAT licence may be granted to enable the licensee to receive or transmit messages by means of VSAT communication between a group of affiliated persons.

### Requirements

1. A Licensee must seek the approval of the Ministry responsible for Telecommunications for access to any space segment and shall comply with the relevant rules, regulations and procedures imposed by the satellite operator for station access, booking and fees.
2. A Licensee may only use or work within the radio frequencies or radio frequency bands approved by the Ministry for the use of the Licensee.
3. A Licensee must use any satellite communication equipment in respect of which a VSAT Communication Station Licence has been issued to provide telecommunication services to the public.

*For terms and conditions of the Licence, please see below:*

### Application Procedures

Applicant should use the prescribed form "Application for a Private VSAT Communication Station Licence" and submit it to the Ministry by mail for processing.

The relevant fees payable as licence fees, frequency fees or application fees are those set out in the *Telecommunications (Licence) Fees) Regulations, 2003*.

### Equipment

All radio equipment used must be individually approved by the Ministry.

### Contact Person

Chief Telecommunications Officer,  
Telecommunications Unit  
Tel: (246) 430-2200 Fax: (246) 426-0960  
E-mail: Chelston\_Bourne@barbadosbusiness.gov.bb