

Application for Radio Apparatus Importation Licence

(Type W ICT Licence)



Instructions for completion

- Print clearly – illegible, unclear or incomplete application forms may delay processing.
- Licence Types are defined in a Section 23 Notice published from time to time in the Gazette by the Utility Regulation and Competition Office, a copy of which is available on the Office's web site at www.ofreg.ky.
- In accordance with the provisions of section 23 of the Information and Communications Technology Law, (2016 Revision), the person/company is authorised to import radio transmitting equipment/apparatus into the Cayman Islands.
- You should use this form if you wish to apply for an Import certificate.
- An import certificate is valid for (1) one entry only.
- All imported radio transmitter/s must have an operation spectrum licence, which must be renewed each year.
- This form must be accompanied by:
 - The appropriate fee (currently CI\$25.00 or US\$30.00 per certificate)
 - Schedule to Form W, listing the individual makes, models and frequency of transmitters to be imported.

SECTION 1 – Importer's Details

1a. Importer's name

OR, if Importer is a company

1b. Company name

1c. Name of company contact

2. Importer's Physical Address. You must detail your permanent address or, if this application is on behalf of a company, the company's **registered** address

3. Number of radio apparatus to be imported (detailed in Schedule)

4. Telephone number

5. Fax number

6. Email address, if any

7. Mailing address

SECTION 2 – Declaration

I have read and understood this form and have fully and accurately completed this application form and the attached Schedule to the best of my knowledge. I declare that the body (if any) that I represent will be responsible for compliance with the importation of equipment and will have control and supervision of the equipment, and that I have due authority to make this declaration on its behalf.

Signature of applicant/licensee

Full name in block capitals

Date of application

Name of organisation

Position Held

Payment Details

Current licence fees are CI\$25.00 or US\$30.00 per certificate.

All payments must be in either Cayman Islands (KYD) or US dollars, and should be made in one of the following ways:

- Cash, if hand delivered to the Offices
- A cheque drawn on a Cayman Islands' bank
- An international bank draft drawn on a Cayman Islands or US bank, bearing the bank's sort or routing code
- Credit Card (**MasterCard or Visa only, neither American Express nor Diners' Card can be accepted**)
- Postal Orders and personal or company cheques drawn on a non-Cayman Islands' bank are NOT accepted

Cheques and drafts should be made payable to "Utility Regulation and Competition Office"

To pay by credit card, please provide the following details:

Type of Card Debit Credit M/C Visa

Amount

Card Number

Expiry Date

Name of cardholder

Signature

Where to send this form

When you have completed this form, please send it, together with the documents detailed at the commencement of this form, to:

PO Box 10189 KY1-1002, Grand Cayman
Cayman Islands
3rd Floor, Monaco Towers
11 Dr. Roy's Drive, George Town
Grand Cayman
Cayman Islands

Tel: 1-[345] 946-4282

Fax: 1-[345] 945-8284

Email:

General Enquiries:

info@ofreg.ky

All Ship, Aircraft and Misc Licensing Matters:

licensing@ofreg.ky

Please use only the above email addresses. Addressing email to individual members of staff could result in significant processing delays.

Web Site: www.ofreg.ky



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(Details of Radio Apparatus to be imported)

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- This form must be accompanied by:
 - The appropriate fee is (currently CI\$25.00 or US\$30.00 per certificate)
 - A completed Form W giving full detail of the applicant.

Details of Radios to be Licensed

Base Station or Handheld

#	Manufacturer	Model Number	Serial Number	Intended Operating Frequency	Radio Frequency Range	Number of Channels
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
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