

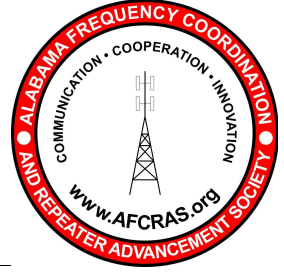
Alabama Frequency Coordination and Repeater Advancement Society
Application for Frequency Coordination/Modification

(See page 2 of this form for special definitions and important instructions)

930 Ave A

Opelika, AL 36801

e-mail: coordination@afcras.org



FCM Form v1.4 – revised February 15, 2018

Application for () **New** () **Modified Frequency Coordination** (please check one)

Applicant/Owner of Coordination: _____

Callsign: _____ () Club () Individual Repeater Callsign: _____

Name of Trustee: _____ Trustee Callsign: _____

Mailing address: _____

City: _____ State: _____ Zipcode: _____

E-mail address: _____

Telephone: _____ () Home () Cell/Mobile () Work

Sponsor (if different from Coordination owner): _____

Output/Tx Frequency in MHz: _____ Input Frequency in MHz: _____

Latitude (DD.dddd four decimal places): _____ Longitude: (DD.dddd four decimal places): - _____

Physical Address of Transmitter: _____

Preferred description of location for online directory: _____

Alternate Control Operator: _____ Callsign: _____ Telephone: _____

Analog Only Operation: () FM Voice Wide () FM Voice Narrow
Fusion: () Analog Wide () Analog Narrow () Digital/C4FM () Mixed Mode Operation
() D-Star/NXDN Digital Only () DMR/MotoTRBO () APCO/P25 () Other: _____

() Repeater () Link () Remote Base () Beacon () Other: _____

() Open Access () Input CTCSS: _____ () Input DCS: _____

() Output CTCSS: _____ () Output DCS: _____

Site Elevation AMSL (in Meters): _____ Antenna Height Above Ground Level (AGL, Meters): _____

Transmitter Output Power at P.A. (Watts): _____

Duplexer Insertion Loss (IL, in dB): _____ Feedline/Connector Losses (dB): _____

Antenna is () Omnidirectional () Directional* Antenna Gain (dB): _____ E.R.P. (Watts): _____

(If antenna is directional, please send a copy of the antenna radiation pattern with compass orientation indicated, and use the gain of the maximum lobe for the "Antenna Gain" value above, and calculate "ERP" based on maximum lobe.)

Signature () Electronically Submitted _____ / _____ / 20 _____
MM DD YR

Coordination Approved by: _____ Date: _____

Application Submission Instructions

We highly recommend that you keep a printed copy of your completed application form, whether submitted by electronically or by regular mail. If you use the Adobe "fillable" feature to fill out the application (which is the preferred method), you can save a copy of the completed application. We recommend you maintain both printed and digital copies of your completed form.

If you submit your application electronically, we will begin reviewing and working on your application; however, you will still need to mail a signed copy of the form sent to AFCRAS along with your Verification of Repeater Operation (VRO) form if and after the application is approved. You will be sent notification of approval of your application and a VRO form by e-mail and regular postage and your repeater coordination will designated "New" or "Modified" in the AFCRAS database until you have mailed the completed and signed VRO and a signed copy of the original application (CMF) form, at which time we will update the status of your coordination to "Active." If the signed copies of these two forms are not received by AFCRAS for our records within the time allotted in the AFCRAS CPG, your coordination will be canceled and you will receive e-mail and written notice to that effect.

If the application can not be approved and coordinated using the submitted parameters, notification of such will be sent to the Applicant/Owner (and Trustee, if different) via e-mail and written mail with information indicating the reason(s) the application could not be approved and may include recommendations for modifying and re-submitting your application in order for coordination to be approved.

Important Definitions

Applicant/Owner of Coordination

This is the name of the individual or club applying for new or modified coordination. If the application is for an individually owner repeater, the name entered in this field will be recorded and appear as the Owner and Holder of coordination. If the application is being submitted on behalf of a club, the club will be recorded as the Owner and Holder of the coordination. It is important to note that once an application has been approved and coordinated by AFCRAS, the coordination can only be modified, canceled, or transferred to another individual or club by means of proper application submitted by the Owner of the coordination. A Trustee may submit such requests on behalf of a club if the club has provided AFCRAS with a letter of authorization identifying the Trustee and indicating what authorizations he/she is allowed to apply for (such as modification of coordination, transfer of coordination to another club or individual, or cancellation of coordination.) Such a letter of authorization must be signed by a duly authorized club officer.

Trustee

The Trustee is the person who maintains the equipment and oversees its operation on a regular basis. In the case of an individually owned coordination, this should be the same as the applicant. In the case of a club owned coordination, the individual on record as Trustee will serve as the point of contact with AFCRAS (see above regarding the requirement for a letter of authorization from the club in order for a Trustee to apply for any modifications, transfer, or cancellation of coordination.

Sponsor

If a club or individual "sponsors" a repeater but is not the Owner and Holder of the coordination, the name of the club or individual sponsoring the repeater, along with the callsign of the club/sponsor, should be entered in this field and this information will be on record and appear in the AFCRAS repeater database as the sponsor.

"How Long Might It Take For My Application To Be Approved?"

One of the key goals of AFCRAS is to significantly reduce or eliminate the delays many people have expressed experiencing when applying for new coordination or a modification when dealing with other frequency coordinators and entities. By utilizing modern technology and communications methods, we should ideally be able to process your application and respond with notification of approval, denial, or required/recommended revisions to your application in very short order. This depends, however, on the responsiveness of other frequency coordinators/entities if/when we reach out to them in order to coordinate repeaters in overlapping areas and/or states adjacent to Alabama. In those cases, we will notify them with notification of pending coordination (if it meets all other AFCRAS coordination guidelines and requirements.) We will make every effort to keep you informed of such communications between entities. We will also adhere to the guidelines set forth in the AFCRAS Coordination Policies and Guidelines (CPG) and if one or more entities from whom information has been requested do not respond within the established and communicated period of time, such lack of response will be deemed as indicating "No potential coordination conflict noted" and we will otherwise proceed with the coordination review process.