

**A guide to filing online applications for
Amateur Radio in India**



Application for VHF Repeater License

National Institute of Amateur Radio
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25 Nov 2024

Application for Amateur Radio Repeater License

General Guidelines:

**Note: Only Licenses for VHF Repeaters are issued currently
(Not for UHF Repeaters)**

- (1) A group, comprising of a **minimum of 4 ASOC holders**, may submit an application in the form specified for this purpose, and payment of **fees of Rs.2000/-**, to form an Amateur Repeater society.
- (2) The application shall specify one of the applicant ASOC holders as the custodian of the proposed Repeater Society. Any change of custodianship of such Repeater Society to any other ASOC holder within such society, shall be promptly communicated to the Central Government in such form as may be specified for this purpose.
- (3) Upon receipt of the application, the Central Government may grant permission for the Repeater, along with a unique call sign, which shall be valid for **20 years, or co-terminus with the validity of the ASOC of the custodian of such Repeater Society, whichever is earlier.**
- (4) If any of the applicants leaves the Repeater Society, the same shall be communicated promptly to the Central Government in the form specified for this purpose.
- (5) The permission granted under this rule shall continue to remain valid so long as at least four of the applicant ASOC holders continue as members of the Repeater Society.

The following documents are to be submitted:

1. Covering Letter
2. Application for Repeater license in the prescribed format.
3. Attested copy of birth certificate of the Custodian of the Repeater (The name, designation and address of attesting officer must be clearly there on the stamp) Only Birth Certificate/ SSC Certificate/ Passport Copy are accepted. (Aadhar Card /Ration Card/ Voter Id/ PAN Card/ Driving License etc, is not valid. for this)
4. Nationality certificate of the custodian of the Repeater. (The name, designation and address of attesting officer must be clearly there on the stamp)
5. Two stamp size photographs of the custodian of the Repeater.
6. **The prescribed fee Rs.2000 is to be made in Bharat Kosh portal under Ministry: Telecommunications, PAO Name: Controller of Communications Accounts PAO Headquarter (077188), DDO Name: Department of Telecommunications (HQ), DDO, SO (Cash), New Delhi (0205155), Purpose and Payment Type: Amateur License**
7. Original copy of constitution of Repeater Society signed by all office bearers on each page
8. Minutes of relevant meeting.

9. Letter issued by office bearer of society, authorizing applicant for custodian of Repeater for filling Amateur License application on behalf of Repeater Society
10. Consent / No objection certificate from the owner of premises where the Repeater is to be installed.
11. Copy of Amateur Radio license / Renewal card of custodian of the Repeater.
12. Self declaration and license copy & renewal copy (if available) of 4 members of the Repeater Society
13. Declaration if there is any other Amateur Repeaters in 25 kms radius in prescribed format
14. Declaration that the applicant is not Custodian of any other Amateur Club / Repeater, in prescribed format

The application must be sent by Speed Post / Registered with acknowledgement due (not by courier) to:

**The Assistant Wireless Advisor to Govt. of India,
Ministry of Communications,
Department of Telecommunications, WPC Wing,
Amateur Section, 6th Floor, Sanchar Bhavan,
20 Ashoka Road, New Delhi – 110 001.**

Application for Amateur Radio Repeater License

From:
Name & Address:
Tel//Cell no.

Date:

To
The Assistant Wireless Advisor to Govt. of India,
Ministry of Communications, Department of Telecommunications,
WPC Wing, Amateur Section, 6th Floor, Sanchar Bhavan,
20 Ashoka Road, New Delhi – 110 001.

Dear Sir,

Subject : Application for issue of Amateur Radio Repeater License –Regarding
Ref. License NoCall sign VU2.....valid upto.....

I am enclosing the following documents for the issue of an Amateur Radio Repeater License at..... for which I am the Custodian.

1. Application for Repeater license.
2. Attested copy of birth certificate of the custodian of the Repeater.
3. Nationality certificate of the custodian of the Repeater Society.
4. Two stamp size photographs of the custodian of the repeater.
5. Print out of online payment receipt for **Rs.2000/-** made on Bharat Kosh portal
6. Copy of constitution of the Repeater club signed by all office bearers on each page.
7. Authorization letter issued by office bearer of Repeater society, authorizing applicant for custodian of wireless equipment and filling Amateur Repeater License Application on behalf of Society.
8. Minutes of relevant meeting.
9. Consent / No objection Certificate from the owner of premises where the Repeater station is to be located
10. Copy of Amateur Radio license / Renewal card (if available). of custodian of the Repeater.
11. Self declaration and license copy & renewal copy (if available).of 4 members of the Repeater Society
12. The choice of call sign is as follows: 1. VU2 2. VU2 3. VU2
13. Declaration by Custodian that no other Repeater in 25 kms radius
14. Declaration by applicant that he/she is not Custodian of any other Amateur Club/ Repeater

We request you to issue the following frequencies for the Repeater:

Input frequency: MHz

Output Frequency: MHz

I request you to issue the Repeater license at the earliest convenience.

Thanking you,

Yours faithfully,

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Application for a license to establish, maintain and work an Amateur Repeater Station by an Amateur Radio Society or Club or a School, College or an Institute of a University in India.

1. Name and address of the Amateur Radio Society/Club/School/Institute etc

2. Particulars of authorized official of the Society/Club/School etc. in whose favor license is desired:

Name:

Designation:

Date of Birth	Place of Birth	Nationality	Occupation
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3.(a) Category of license applied for	(b) Exact location of the station
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General Grade (Repeater Station)

4. Particulars of Amateur Wireless Telegraph Station license held by the authorized official

Category of licensee	No.	Date of Issue
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5. Particulars of the Amateur Radio Society or club, school etc.

a) If registered, give the particulars:

b) In case of school, college or institute, give the name of Board or University by which it is recognized.

c) Give in brief its aims and objectives :

d) If affiliated to any Radio Amateur organization, give its particulars:

e) Give the names of office bearers :

f) Mode of operation of the station including its normal hours of working :

24 hrs on all authorized modes

6. Particulars of Apparatus to be used:

Category of Apparatus	Manufacturer's name	Type No	Frequency range
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Transmitter

Receiver

Frequency Measuring Device

7. Details of Repeater Amateur Wireless Radio Station

Address of repeater station	Latitude (Six Digit) DD* MM' SS"	Longitude (Six Digit) DD* MM' SS"	Height of sight AMSL	Height of Tower AGL (Bldg+ Tower)	Height of Building	Name & Distance from nearest Airport	Re m ar ks

DECLARATION

I hereby solemnly declare that the foregoing facts are true and correct and nothing if false therein and nothing materials has been concealed therefrom. I also agree that in case any information given by me hereinbefore is found false at a later date, the license, if granted, will be cancelled.

I further solemnly give an undertaking that I will not either directly or indirectly divulge to any person, except when lawfully authorized or directed to do so, the purport of any message which I may transmit or receive by means of any wireless operated by me or which may come to my knowledge in connection with the operation of said apparatus.

I have carefully read and understood the rules contained in the Telecommunications (Amateur Services) Rules, 2024 and undertake to abide by them and observe the conditions of license. The licensed stations shall not be made accessible to any unauthorized person at any time.

Signature of witness:

Name (in block letters):

Address:

Date:

Signature of applicant:

Name (in block letters):

Date:

Place:

Note:

1. An attested copy of birth certificate or school leaving certificate must be accompanied along with the application.
2. Enclose a certificate in support of nationality in the prescribed Performa, indicated in Appendix III from one of the officers listed therein.
3. Attach a copy of the rules and regulations or constitution.
4. Attach the minutes of the relevant meeting.

NATIONALITY CERTIFICATE

Certified that I have known Shri. / Smt / Kum
son / daughter of Shri..... for the last..... years and
that to the best of my knowledge and belief he/she bears a good moral character.
He/She is ofnationality. He/She is not related to me.

Address:

Signature:

Dated:

Designation:

Seal:

Note- This certificate should be from one of the officers listed below:-

1. Gazetted officers of Central or State Governments.
2. Members of Parliament or State Legislatures.
3. Sub-Divisional Magistrate/Officer.
4. Tahsildars or Naib/Deputy Tehsildars authorised to exercise magisterial powers.
5. Principal / Head Master / Head Mistress of the recognized institutions (School / College)

Undertaking from custodian for new Amateur Radio Club/Repeater Station

1. I (Name of custodian) hereby declare that I am not holding post of custodian in any other Amateur Radio Club/Repeater in India.

2. Further I am associated with other Amateur Radio Clubs/ Repeater. Yes/No
(If yes, kindly filled up the following table)

S. No.	Name of Amateur Club/Repeater	Position
1		
2		
3		

3. (a) E-mail of Custodian :

(b) Contact No. of Custodian :

4. In case of any change in status of above custodian is liable to inform AWA(COP) at awacop-dot@nic.in .

Date:
Place:

(Signature of Custodian)
Name :
Call Sign :
Validity :
Lic. No. :

Undertaking from Custodian

I (Name), custodian of
.....
(Name of repeater club) hereby declare that we are establishing Amateur
Repeater Station at
.....
..... (full address with
pin code, district, state etc.) and there is no Amateur Repeater Station in the
radius of 25 Km from this location.

Date:

Signature:

Place:

Name:

Contact No. :

Email address:

With best wishes,

Jose Jacob, VU2JOS
National Institute of Amateur Radio

LIC.No.:

Call Sign: VU2



L-14011/01/2018-AMT
GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS
DEPARTMENT OF TELECOMMUNICATIONS
WIRELESS PLANNING AND CO-ORDINATION WING



AMATEUR WIRELESS REPEATER STATION LICENSE

Detail of Amateur Wireless Repeater Station	Name	Amateur Radio	
	Category of License	REPEATER STATION	
	ASOC details	Lic No.:	Call Sign: VU2
		Valid up to	2034
	Location of Amateur Repeater Station		
	Long. & Latitude of Location	Lat. N	Long. E
	Frequency	Tx. 145.0MHz Rx. 145.6 MHz	
Details of Custodian of Amateur Repeater Station	Antenna Height in meter	2.43 meter	
	Name		
	ASOC details	Lic. No.:	Call sign: VU2
		Valid up to	2037
	Category of Certificate	GENERAL	
	Date of Birth		
	Email		
	Contact No.		

Place:- New Delhi

Date of Issue 19-09-2024

Signature of Licensee:-

(सचिन कुमार)
(SACHIN KUMAR)

सहायक बेतार सल्लाहकार
Assistant Wireless Advisor
Deptt. of Telecom, Govt. of India
नई दिल्ली/New Delhi

(SACHIN KUMAR)
Assistant Wireless Advisor

License to Establish, Maintain and work on Amateur Wireless Station in India

Having satisfied by examination or otherwise that **Sachin Kumar** custodian of club/society **Amateur Radio** possesses the requisite technical qualifications as prescribed under the Indian Wireless Telegraphs (Amateur Service) Rules, 1978; the Central Government, in exercise of the powers conferred under the authority of section 4 of the Indian Telegraph Act, 1885 (13 of 1885), hereby grant an Amateur Wireless License **REPEATER STATION** to establish maintain and work a wireless telegraph transmitting and receiving station in the name of club/society detailed above, during the terms of period commencing on the day of the date hereof and terminating on the... **2034** This License becomes invalid unless renewed further by way of a document showing the renewal of license.

The license is governed by the Indian Wireless Telegraphs (Amateur Service) Rules, 1978, Indian Wireless Telegraphs (Amateur Service) amendment Rules 2005 dated 09.06.2005 and Indian Wireless Telegraphs (Amateur Service) amendment Rules 2009, dated 01.04.2010.

The antenna heights above the roof tops for the fixed locations should not exceed 3 meters. However, SACFA clearance may also be obtained if applicable.

Place:- New Delhi

Date :- 19-09-2024

(SACHIN KUMAR)
Assistant Wireless Advisor

(सचिन कुमार)
(SACHIN KUMAR)
सहायक बेतार सल्लाहकार
Assistant Wireless Advisor
दूरसंचार विभाग, भारत सरकार
Deptt. of Telecom, Govt. of India
नई दिल्ली/New Delhi