



APPLICATION FORM FOR INTERNET SERVICE PROVIDER (ISP) LICENSE (Application to be submitted in triplicate).

NEW

RENEWAL

A. Application Profile

1. Name of Entity:	
Registered Office Address	
Telephone & Mobile	
Fax	
Email	Website

2. Name of Contact Person:	
Full Address for Communication	
Telephone & Mobile	
Fax	
Email	Website

3. Type of ISP: <input type="checkbox"/> Nationwide <input type="checkbox"/> Zonal	
a. Zone: <input type="checkbox"/> Central Zone <input type="checkbox"/> North-East <input type="checkbox"/> South-East <input type="checkbox"/> South-West	
b. Coverage Area: (Districts Name Only)	

B. Service Profile (Application for Renewal)

1. Location of Installation:

--

2. Date of Commencement of the Service: _____ / _____ / _____
Day Month Year

3. Application for the period: _____ / _____ / _____ To _____ / _____ / _____
Day Month Year Day Month Year

4. Number of date of License of which renewal is sought for:

License Number & Date:		
------------------------	--	--

5. a. Number of Clients/Users of Internet:

Home: Office: Cyber Café Others:

b. Number and list of Clients/Users of domestic point data connectivity:

Corporate User: Branch User: Personal User:

C. Technical Profile

1. Type of Service: [] Dial-up [] Wireless [] Wired (optical/copper)

a. Dial Up

Number of telephone lines provided by the PSTN:		Access Code:	
---	--	--------------	--

b. Wireless

Number of BTS/PoPs:		Frequency:	
---------------------	--	------------	--

c. Wired

Length of laid cable:		Km	<input type="checkbox"/> DSL <input type="checkbox"/> ADSL <input type="checkbox"/> Optical Fiber <input type="checkbox"/> UTP <input type="checkbox"/> STP
-----------------------	--	----	---

2. Bandwidth: [] IIG [] Sublease

Provider:		Allocation:	Up -	Down -
		Medium:		

Backup:		Allocation:	Up -	Down -
		Medium:		
		Frequency:		

(If medium is authorized VSAT, Please mention frequency)

3. Disaster Recovery Center/Data Center:

Address of Installation:				
Connectivity		Allocation:	Up -	Down -
Provider		Medium:		
		Frequency:	Up -	Down -

(If medium is authorized VSAT, Please mention frequency)

D. Pay Order/Bank Draft Details

Type of Payment:	[] P.O	[] D.D	
a. Name of Bank :			
b. No.:		c. Date :	

E. Documents to be Enclosed for New ISP License:

Use tick [✓] mark in the appropriate box

Serial	Items	Attached	Not attached	Remarks
1.	Application in a Letter Head Pad			
2.	Relevant Fees in the form of Pay Order/Bank Draft			
3.	Agreement with the bandwidth provider (ITG/Sublease)			
4.	House-Rent Agreement/Ownership deed			
5.	Description of existing business			
6.	Bank Solvency Certificate			
7.	Documents for financial capability to run the business			
8.	Undertaking about not as a Bank Defaulter			
9.	Certificate of Incorporation (if applicable)			
10.	Memorandum & Articles of Association (if applicable)			
11.	Trade Licence			
12.	Network Diagram in details			
13.	Equipment List			
14.	Business Plan			
15.	Proposed Tariff Chart			
16.	Latest Income Tax Clearance Certificate			
17.	Information with relevant documents regarding the amount of VAT and Income Tax that the company has deposited to the Government fund for the last 3 (three) years.			

for Renewal of ISP License

Use tick [✓] mark in the appropriate box

Serial	Items	Attached	Not attached	Remarks
1.	Application in a Letter Head Pad			
2.	Relevant Fees in the form of Pay Order/Bank Draft			
3.	Statement of Payment to the Bandwidth Provider			
4.	Declaration about not as a Bank Defaulter			
5.	Trade Licence (updated)			
6.	Expanded Network Diagram in details			
7.	Equipment List (for expansion)			
8.	Internet Clients/Users List (wireless/wired)			
9.	Clients/Users list of Domestic point to point data connectivity			
10.	Tariff Chart (approved by the Commission)			
11.	Statement of payment for the preceding year made to the satellite company through the local bank transaction for VSAT (if applicable)			
12.	Statement of payment for the Radio Station & Frequency Charge given to the Spectrum Management Division of the Commission			
13.	Total Investment in details			
14.	Latest Income Tax Clearance Certificate			
15.	Information with relevant documents regarding the amount of VAT and Income Tax that the company has deposited to the Government fund for the last 3 (three) years			
16.	Bank Solvency Certificate			

F. Declaration:

1. Has any Application for License of ISP been rejected before? Yes No
 (if yes, please give date of application and reasons for rejection)

2. Has any license issued previously to the Applicant/any shareholder/partner been cancelled?
 Yes No (if yes, please give details)

3. Do the Applicant/any Shareholder/Partner hold any other Operator Licenses from the Commission?
 Yes No (if yes, please give details)

4. I/We hereby certify that I/We have carefully read the guidelines/terms and conditions, for the license and I/We undertake to comply with the terms and conditions therein.

5. I/We hereby certify that I/We have carefully read the section..... Of the Act, 2006 as Amended 2009 and I/We are not disqualified from obtaining the license.

6. I/We understand that if at any time any information furnished for obtaining the license is found incorrect then the license if granted on the basis of such application shall deemed to be cancelled and shall be liable for action as per Telecommunication Act, 2006 as Amended 2009

Signature	Date
Name of the Applicant/Authorized Signatory with Seal	Place:

Information

ISP Category Information:

Nationwide	Central Zone	South-East Zone	North-East Zone	South-West Zone	North-West Zone
Anywhere within the Country	Tonkolili	Kenema	Makeni	Moyamba	Port Loko
		Kailahun	Koinadugu	Rotifunk	Kambia
		Kono		Schenge	
				Pujehun	

Note:

- No application for renewal of license shall be entertained beyond 90 days of the expiry of the year of license concerned and the license shall then stand cancelled and penal action shall follow if the licenses continue his business thereafter without valid license. The charges/fees/fines upto 90 days if not paid shall be recoverable under the Public Demand Recovery Act,
- The Fees/Charges are given in circular which is given in the website (www.natca.gov.sl)
- Application without the submission of complete documents and information will not be accepted
- For Renewal, please attached a photocopy of the existing license
- Payment should be made by a Pay Order/Demand Draft in favour of National Communications Authority (NatCA)The Form
- fee and Evaluation fee (if applicable) is not refundable