

**FCC Form 312
Questionnaire and Frequency Coordination
for Receive-Only Satellite Earth Station
Registration**

MUNN-REESE
Up Dated 5/25/2018

Initial form for filing Earth Station applications:

- Please fill out the questions *accurately and thoroughly* - you will save money and hassles later!
- Email completed forms to Rick@mun-reese.com.

Work Request Form

There are several steps to FCC compliance for Pre-Coordination Notification. Munn-Reese will take care of as much or little as you desire. Therefore, please complete the work request form found below.

I, _____ request the following work be completed by Munn-Reese on behalf of _____
_____ :

- I want the full package - please take care of everything!** \$1100.00
 - Complete all interference studies necessary.
 - Complete the PCN requirements to comply with FCC standards.
 - File an application with the FCC on your behalf.

- Register the C-Band dish with the FCC during the 90 Day Window** \$500.00
- File an application with the FCC on your behalf.

***** – If you are a first time client, you may be asked to pre-pay a portion of your project. – *****

Please Note: By signing below, you are agreeing to fill out the 312 questionnaire and NPA waiver in its entirety. We count on our clients to do this so we may efficiently process ULS applications and keep client costs at a minimum. While we understand you may need help answering a few of the items, if Munn-Reese has to do excessive background work to prepare the questionnaire for you, we will need to charge you for our time and expense in doing so.

Signed _____

Dated _____

Nationwide Programmatic Waiver

The Nationwide Programmatic Agreement (“NPA”) is an agreement among several parties of interest, including the FCC, regarding implementation and enforcement of federal laws protecting historical areas, tribal land, and negative environmental effects. The official Agreement can be accessed by going to <http://wireless.fcc.gov/siting/npa.html>.

The Agreement has very broad implications and there is a possibility your proposed project falls within its scope. It applies to new towers, as well as the addition and/or modification of antennas on existing towers. Full compliance with the Agreement may require specialized expertise in areas Munn-Reese is not qualified to supply. We will supply the engineering data for the technical portions of your application, including any requirements for compliance with the radio frequency exposure guidelines, but we cannot accept liability for the Section 106 compliance required by the NPA.

For us to complete your application, please select one of the following options, and then sign and date this form.

- NPA Compliance is being assigned as shown below:
NPA Consultant information--
Name: _____
Address: _____
City: _____ ST: _____ Zip: _____
Email: _____
Voice: _____
Fax: _____

- I believe my project is exempt from the procedure described in the NPA, and I accept full responsibility and liability for certifying compliance with the Agreement. The proposed earth station is not or will not:
 - In a wildlife preserve or where such a designation is pending
 - In a designated wilderness area or where such a designation is considered
 - In an area recognized nationally or locally for its special scenic or recreational value
 - In an area which will affect districts, sites, buildings or objects significant in American history, architecture, archeology, or culture which is in the National Register of Historic Places or is eligible for listing
 - Involve construction that will create significant changes in the surface features by wetland fill, deforestation, or water diversion
 - Affect an Indian Religious site

Signature: _____ Title: _____

Date: _____

General Filing Information

Applicant Information

1. FCC FRN number (10 digits): _____
2. FCC FRN password: _____
3. Application purpose (select only one):
 - Registration of New Domestic receive-Only Station
 - Amendment to a Pending Application
 - Modification of Registration
 - Notification of Minor Modification
4. Applicant/Licensee description (please choose one):
 - Individual
 - Unincorporated Association
 - Partnership
 - Corporation
 - Government Entity
 - Other – Please Specify _____
5. If applicant is an individual -
 - First Name: _____
 - Middle Initial: _____
 - Last Name: _____
 - Suffix: _____
6. If applicant is a company -
 - Entity Name: _____
 - Attention To: _____
 - Address: _____
 - City, ST, Zip: _____
7. Telephone: _____
8. Fax: _____
9. Email (this is kept confidential): _____

Billing Information

You need only fill out this section if you are a new client.

1. Company name: _____
2. Billing address: _____

3. How did you hear about Munn-Reese _____

Alien Ownership

1. Is the applicant a foreign government or the representative of any foreign government?
 Yes
 No

2. Is the applicant an alien or the representative of an alien?
 Yes
 No

3. Is the applicant a corporation organized under the laws of any foreign government?
 Yes
 No

4. Is the applicant a corporation of which more than one-fifth of the capital stock is owned of record or voted by aliens or their representatives or by a foreign government or representative thereof or by any corporation organized under the laws of a foreign country?
 Yes
 No

5. Is the applicant directly or indirectly controlled by any other corporation of which more than one-fourth of the capital stock is owned or voted by aliens, their representatives, a foreign government or representative, or by any corporation organized under the laws of a foreign country?
 Yes
 No

Basic Qualification

1. Has the applicant or any party to this application or amendment had any FCC station authorization, license, or construction permit revoked or had any application for an initial, modification or renewal of FCC station authorization, license, construction permit denied by the Commission?
 Yes Please explain _____
 No

2. Has the applicant or any party to this application or amendment, or any party directly or indirectly controlling the applicant, ever been convicted of a felony by any state or federal court?
 Yes Please explain _____
 No

3. Has any court finally adjudged the applicant or any party directly or indirectly controlling the applicant guilty of unlawfully monopolizing or attempting unlawfully to monopolize radio communication, directly or indirectly, through control of manufacture or sale of radio apparatus, exclusive traffic arrangement, or any other means or unfair methods of competition?
 Yes Please explain _____
 No

4. Is the applicant or any party directly or indirectly controlling the applicant, currently a party in any pending matter referred to in the preceding two items?
 Yes Please explain _____
 No

5. The application certifies that neither the applicant or any party to the application is subject to a denial of Federal benefits pursuant to Section 5301 of the Anti-Drug Abuse Act of 1988, 21 U.S.C. § 862, because of a conviction for possession or distribution of a controlled substance. This certification does not apply to applications filed in services exempted under Section 1.2002(c) of the rules, 47 CFR § 1.2002(c). See Section 1.2002(b) of the rules, 47 CFR § 1.2002(b), for the definition of "party to the application" as used in this certification
 Yes
 No Please explain _____

6. The applicant intends to use a U.S. licensed satellite to provide service in the United States

- Yes
- No Please explain _____

7. The applicant certifies that all statements made in this application and in the exhibits, attachments, or documents incorporated by reference are material, are part of this application, and are true, complete, correct, and made in good faith.

- Yes
- No Please explain _____

General Certification

If the applicant has sought a waiver of any such rule in connection with this application, it may make this certification subject to the outcome of the waiver request.

Name of party authorized to sign a form formally making these claims to the FCC:

First Name: _____

Middle initial: _____

Last Name: _____

Suffix: _____

Title: _____

Receiver - General Information

1. Location name (example - WXYZ studio): _____

2. Location Address of Receive Only Earth Station
Street Address or other location description: _____

City, ST, Zip: _____

County: _____

Phone Number: _____

3. Site Coordinates (degrees, minutes, seconds)
Latitude (DD-MM-SS.S): _____ - _____ - _____

Longitude (DDD-MM-SS.S): _____ - _____ - _____

4. Elevation of ground at the receive site (AMSL): _____

- feet
- meters

5. Antenna Location

- ground
- roof – enter building height _____ feet

6. Antenna Centerline height _____

7. Antenna Type, Size and Model

8. Service Type (CATV, Radio, Broadcast, Data, Etc.)

9. If Type = Data, please specify

10. Satellite Arc (i.e. Full Domestic Satellite Arc
Range 58 through 143 degrees)

Good to add entire arc. We can help determine.

11. 3-dB Beamwidth (degrees)

Half or Full?

12. What Satellite are you looking at?
(i.e. SES11, SES2, Galaxy 16?)

13. Modulation (Analog/Digital or Both)

14. Ant Gain / Diameter (i.e. 42 dBi / 3.8 m)

15. Freq Band (i.e. 3.7 to 4.2 Gig) _____

Most list entire band to protection

16. Emissions Designator (i.e. 36M0G7W,
36M0F8W, 2M50G7W, or other)

We can help determine for you

17. Additional Comments

Please note: GPS data is only good if the GPS is set to Degrees, Minutes, Seconds, NAD83 CONUS, True North (not auto or magnetic North). If you aren't sure about your coordinates, please make a note and we will double-check them with topo maps.

When this questionnaire is completed, you may send it to us via email at Rick@munn-reese.com, fax at 517/278-6973, or postal mail at PO Box 220, 385 Airport Dr., Coldwater, MI, 49036. Again, to save yourself time and money, please double-check your data before sending us the information. Let us know how we can improve our questionnaire to make it easier on you!