



DEPARTMENT OF COMMERCE BOULDER LABORATORIES
RADIO FREQUENCY MANAGEMENT COMMITTEE
NEW TRANSMITTER APPROVAL REQUEST

This application is required for all government owned wireless devices or radio transmitters operating on the Department of Commerce Boulder Laboratories site.

Fill out this application completely. The requested information is necessary for evaluating the interference potential. Blank entries will decrease the chances for approval and may prevent approval. Descriptive documents or web pages can be referenced in the comments but do not reference them as answers for transmitter parameters. Transmitter parameters should be numeric values or descriptive text. Use a separate application for additional transmitters that have one or more different specifications from the first device.

Please note:

The Radio Frequency Management Committee may take up to **three weeks** to make a decision. If the approval is required sooner, a temporary approval may be granted which will either become permanent or be revoked within the three week period.

Once a coordination request is submitted to the Radio Frequency Management Committee, if it is approved, it will be approved on a non-interference basis (NIB). In the event of interference, you will be asked to cease operation.

Name: _____ **Phone:** _____

Bureau: _____

E-mail: _____

Transmitter Purpose: _____

Date(s) (Specify a range, such as "January 15 2008 to February 15 2008." Use a comma to separate multiple dates or ranges): _____

Daily start and stop hours of operation, such as "8:00 a.m. to 4:00 p.m." Use a comma to separate multiple ranges: _____

Estimate the typical total transmission time per day for days when the transmitter will be used:

Transmitter Location:

Center Frequency: (enter number and unit)

Signal Bandwidth: (enter number and unit)

Modulation Type:

Duty Cycle. While the device is transmitting, the percentage of time that it will be emitting radio waves. Enter a percentage greater than zero and less than or equal 100:

Power at the Antenna: (enter number and unit)

Antenna Gain (dBi): (enter number)

Polarization: (e.g., vertical, horizontal, slant, left hand circular)

Omnidirectional or Directional (check one).

- Omnidirectional
- Directional

If directional, enter main beam azimuth in true degrees:

Main beam azimuth (enter true degrees [0 to <360]) _____

Beam width (enter number in degrees [>0 and <360]) _____

Comments:

For assistance contact:

Boulder Labs Frequency Manager, frequencymanager@its.bldrdoc.gov, 303.497.4220