

Visiplex FCC Application

The following is a sample Visiplex FCC Application. Any field that does not have an asterisk is not mandatory to fill out. If you have any questions, please feel free to call us and ask to speak with the FCC Coordinator. You can also send an email to the FCC Coordinator at: coordinator@visiplex.com

Contact Information - Contact information of the person completing the application.

*Legal Name of Organization - The name of your company/place of business.
example: "Washington Charter Schools"

Assumed Name/DBA - A more specific location/section of your organization.
example: "Washington Elementary School"

Description of Business Activity - The type of business/services you offer.
example: "Charter School"

*Name - The contact person's first and last name.

Title - The contact person's job title.

*Phone - The phone number for the contact person.

Fax - The fax number for the contact person.

*Email - The email address for the contact person.

*Address - The mailing address for the contact person.

*City - The city of the mailing address.

*County - The county of the mailing address.

*State - The state of the mailing address.

*Zip Code - The zip code of the mailing address.

Company Tax Information - Details of the company applying for the FCC license.

*Federal Tax ID Number (EIN) - This is the company's 9-digit Federal Tax-ID number, also referred to as an Employer Identification Number. This number will have two digits, a dash, and then the final 7 digits.
example: "12-3456789"

*Non Profit Organization - If you are a non-profit organization, then select Yes. Otherwise, for-profit organizations should select No.

*Organization Type - Private organizations should select between Corporation, LLC, Partnership or Sole Proprietor. Public organizations should select between State Government, County Government or Federal Government.

*FCC Registration Number (FRN) - This is a 10-digit number that you may already have from existing FCC licenses. There is no additional cost for us to create a new FRN for you.

FRN Number (if existing) - This would be the 10-digit number you already have. Otherwise, if you are applying for a new FRN, you can leave this field blank.

Physical Location of the System - All of the information listed in this section should represent the details of the physical building where the Visiplex transmitter will be installed.

Number of Floors - The number of stories/levels of the building

Building Height - The height from the bottom of the building to the top.

Ground Elevation - The height of the location above sea level.

Latitude - This should be entered in the format of ##° ##' ##.##"

Longitude - This can also be entered in the format ##deg ##' ##.##"

*Contact Name - First and last name of the contact at the physical system location.

Job Title - The contact person's job title.

*Phone - The phone number for the contact person.

Fax - The fax number for the contact person.

*Email - The email address for the contact person.

*Address - The physical address of the building where the Visiplex transmitter is installed.

*City - The city of the physical address.

*County - The county of the physical address.

*State - The state of the physical address.

*Zip Code - The zip code of the physical address.

Frequency Requests - This section should only be filled out if you know a specific frequency that you would like to apply for or avoid.

Preferred Frequencies - Enter a frequency you would like us to apply for. Please note that we cannot guarantee we can license the frequency you request.

Frequencies to Avoid - Enter a frequency you would like us to avoid. Please note that our systems will not interfere with cell phone or Wi-Fi frequencies.

Comments - Feel free to provide any comments, or additional email addresses that you would like to have notified in the future regarding this license.

Visiplex Quote/Order Number - If possible, include your Visiplex Sales Quote or Sales Order number so that we can confirm the licensing needs for your specific system.

Federal 501(c)3 Tax-Exempt Document - For any corporation, LLC, partnership or sole proprietor that is also filing as a non-profit corporation, the Federal 501(c)3 tax-exempt letter from the IRS will be needed to be sent to the Visiplex FCC Coordinator to go along with your FCC application. Please note that the FCC will not accept state tax-exempt documents.

***FCC Construction Notice** - This is a mandatory task that must be completed in order to finalize your FCC license. The Construction Notice allows the FCC to verify that your system will be used as expected. If the Construction Notice is not completed within a set amount of time, your license will be subject to termination by the FCC.

After approximately 4-5 weeks from the time your license is submitted, the Visiplex FCC Coordinator will email the email addresses on this application with the proper Construction Notice instructions. This is a completely free, 5-minute online process.

Do not make any additional payments regarding your FCC license. Third-party companies will likely send you letters and emails demanding you pay them a fee for requirements regarding your FCC license. These companies can be disregarded, and no payments should be made. Contact the Visiplex FCC Coordinator with any questions or concerns.