

**Application for Assignment of Shared Spectrum  
in the 26 GHz and 28 GHz Bands and  
Grant of Localised Wireless Broadband System (Private) Licence**

## NOTES

The applicant should read the [\*“Guidelines for Submission of Applications for Assignment of Shared Spectrum in the 26 GHz and 28 GHz Bands under the Localised Wireless Broadband System \(Private\) Licence<sup>1</sup>”\*](#) (“Guidelines”) before completing this form. Definitions of terms in this application form follow those in the Guidelines. Please refer to paragraph 3.14 of the Guidelines for details on licence fees.

1. This application form **MUST** be completed in all parts in English. Incomplete application form may cause delay in processing. This form is used for new licence applications, as well as for applications for extension of existing licences upon expiry.
2. The completed application form, together with the required supporting documents, should be submitted in triplicate, under confidential cover to the Communications Authority (“CA”) at the following address. An electronic copy of the application form and the supporting documents should also be provided and sent to the following email address.

**Office of the Communications Authority  
29th Floor, Wu Chung House  
213 Queen’s Road East  
Wanchai  
Hong Kong  
(Attn.: Head, Regulatory 2)**

Email: [apply-26-28GHz-shared-PrivateLWBS@ofca.gov.hk](mailto:apply-26-28GHz-shared-PrivateLWBS@ofca.gov.hk)

3. The applicant may attach additional sheets of paper if the space provided in the application form is not enough. All documents submitted to the Office of Communications Authority (“OFCA”) will not be returned.
4. Enquiries concerning the application should be sent by post or email to the above addresses.

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<sup>1</sup> The Localised Wireless Broadband System (Private) Licence is created for the establishment and maintenance of wireless broadband systems solely for private use in specified locations of the territory subject to a total system coverage of not exceeding one square kilometer. Provision of public telecommunications services under the licence is not allowed. A licensee may be assigned up to 400 MHz of spectrum in the frequency range of 27.95 – 28.35 GHz on a non-exclusive and geographically sharing basis.

**SUPPLEMENTARY NOTES ON THE PROVISION OF PERSONAL DATA:**

1. The provision of personal data in this application form is voluntary. If the applicant does not provide sufficient information, OFCA may not be able to process the application.
2. The personal data provided by the applicant will be used by OFCA for processing the application and by the CA for performing its functions, or exercising its powers under the Telecommunications Ordinance (Cap. 106) (“TO”).
3. The personal data provided by the applicant in this form may be disclosed to other government departments/agencies in connection with the assessment of the application.
4. Personal data will be handled in accordance with the relevant provisions of the Personal Data (Privacy) Ordinance (Cap. 486).
5. The applicant has a right of request for access and correction with respect to her/his personal data. The right of access includes the right to obtain a copy of the personal data provided by the applicant, though a charge may be levied on obtaining such information.
6. Enquiries concerning the personal data collected by means of this form, including the making of request for access and correction, should be submitted in writing to the Personal Data Officer, Office of the Communications Authority, 29/F, Wu Chung House, 213 Queen’s Road East, Wan Chai, Hong Kong; or sent by fax to 2187 3104.

<b>PART A</b>	<b>APPLICANT'S DETAILS</b>
	1. Registered Company / Organisation Name : (English): (Chinese):
	2. Registered Office Address:
	3. Correspondence Address: (English): (Chinese):
	4. Company / Organisation Website:
	5. Telephone Number (General):
	6. Fax Number (General):
	7. Contact Person:
	8. Position of Contact Person in the Company / Organisation:
	9. Telephone Number of the Contact Person:
	10. Mobile Number of the Contact Person:
	11. Fax Number of the Contact Person:
	12. E-mail Address of the Contact Person:

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<b>PART B</b>	<b>SCOPE OF PROPOSED PRIVATE SYSTEM</b>
	<p>1. Please provide a brief and concise Executive Summary of the private system proposed to be operated by deploying the Shared Spectrum in the 26/28 GHz bands under application for assignment.</p> <p>2. Please specify clearly the scope of private system proposed to be operated using the Shared Spectrum in the 26/28 GHz bands under application and operated under the LWBS (Private) Licence, as well as the identity and number of the target users.</p> <p><i>(Successful applicants should be committed to the operation of the proposed system in Hong Kong as detailed in their applications, submissions and representations.)</i></p>

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PART C	SPECTRUM ASSIGNMENT
	<p>1. Please specify the amount of the Shared Spectrum applied for the operation of the proposed private system, which will be subject to the overall spectrum cap of 400 MHz for assignment of the Shared Spectrum in the 26/28 GHz bands. In exercising the statutory powers under the TO for the management of radio spectrum including the granting of right to use spectrum, the CA shall take into account all relevant considerations as required by law and give due regard to the Radio Spectrum Policy Framework as promulgated by Hong Kong Government in April 2007 (<a href="https://www.cedb.gov.hk/assets/resources/ccib/policies/spectrum.pdf">https://www.cedb.gov.hk/assets/resources/ccib/policies/spectrum.pdf</a>).</p> <p>2. Please provide justifications (including quantitative information, where applicable) for the amount of Shared Spectrum applied for.</p> <p><i>(Notwithstanding the above application, for the avoidance of doubt, the CA has full discretion in determining any spectrum to be assigned to an applicant.)</i></p>

<b>PART D</b>	<b>COMPANY / ORGANISATION STRUCTURE</b>
<p>1. Please provide the following company / organisation information of the applicant</p> <p>-</p> <p>(a) If the applicant is a company incorporated under the Companies Ordinance (Cap. 622) in Hong Kong, it is required to submit a copy of its Certificate of Incorporation and Business Registration Certificate. If the applicant is a company incorporated outside Hong Kong, the CA may also consider its application provided that it has registered under the Companies Ordinance (Cap. 622) as a non-Hong Kong company. In this connection, the applicant is required to submit a copy of its Certificate of Registration of Non-Hong Kong Company and Business Registration Certificate to the CA for examination;</p> <p>(b) If the applicant operates in the form of sole proprietorship or partnership, it is required to submit a copy of its Business Registration Certificate and current Certified Extracts of Information on the Business Register issued by the Business Registration Office, Hong Kong (Form 1(a) or Form 1(c) as appropriate);</p>	

- (c) If the applicant's status does not fall within those set out in sub-paragraph (a) and sub-paragraph (b) above, it is required to submit a copy of the documentary proof that the organisation is registered in Hong Kong and proof of the applicant's address (e.g. copy of electricity bill, telephone bill, etc.).
- 2. Details on the composition of the company's Board of Directors or the organisation's governing board, management and key officers, where applicable.
- 3. If the applicant (or its associated companies) currently holds any licences issued under the TO, please provide a list of such licences and licence numbers. If not applicable, please state "NIL".

<b>PART E</b>	<b>ELIGIBLE APPLICANTS</b>
<p>1. The applicant is required to declare whether it is an assignee of the Non-shared Spectrum. Please tick the appropriate boxes below.</p> <p>As of the date of signing this application form, I/We declare that:</p> <p><input type="checkbox"/> I/We am/are <u>not</u> an assignee of the Non-shared Spectrum in the 26/28 GHz bands.</p> <p><input type="checkbox"/> I/We am/are an assignee of the Non-shared Spectrum in the 26/28 GHz bands, with details of assignment as follows:</p>	

<b>PART F</b>	<b>TECHNICAL DETAILS OF THE FACILITIES</b>
<p>1. The applicant should provide a detailed description of the proposed facilities and should illustrate how the proposed facilities are designed and implemented to ensure efficient and reliable operation of the system. The description should cover -</p> <p>(a) Technical configuration including system layout and components with use of diagram(s), the technology to be employed, the likely choice of equipment, system design, capacity, and other technological characteristics;</p>	



(b) Facilities upon launch of system and the facility expansion plan (if any) for the first five years of operation;

(c) Planned location(s) of equipment to be installed;

(d) Planned system management facilities; and

(e) Specification(s) with which the equipment comply. The specification(s) should be widely recognised standard(s) covering functional specification(s), modulation, transmitting power, out-of-band and spurious emissions, antenna characteristics, etc., where applicable.

2. The applicant should indicate the associated radiation and immunity characteristics of the Shared Spectrum under application, in particular if 5G technologies such as massive multiple-input multiple-output (MIMO) antennas are used.

<b>PART G</b>	<b>DETAILS OF THE PROPOSED SYSTEM</b>
	<ol style="list-style-type: none"> <li>1. The applicant should provide a detailed description of the system proposed to be operated using the Shared Spectrum in the 26/28 GHz bands under application. The description should cover -           <ol style="list-style-type: none"> <li>(a) Description of the system to be operated including the identity and number of the target users of the system), expected system launch date, the implementation schedule if the proposed system is to be introduced in phases, and plans for establishment of the new system;</li> <li>(b) Please state clearly the intended coverage areas/locations for operation of the proposed system upon the commissioning of the facilities, using maps, coordinates and/or textual descriptions. If the private system(s) proposed to be established under the licence will have intended coverage areas in separate locations, please include the coverage areas of all the locations (with the aggregate coverage area not exceeding one square kilometre);</li> </ol> </li> </ol>

- (c) Description of the operation of the proposed system. The applicant is required to provide details of how the proposed system will be operated (e.g. any special operational features available).

<b>PART H</b>	<b>IMPLEMENTATION PLAN</b>
	<p>1. The applicant should provide an implementation plan for deployment of the Shared Spectrum in the 26/28 GHz bands under application, showing the key milestones of the implementation for the first three years starting from the date of spectrum assignment including, where applicable, (a) the system planning and the plan for installation of radio units; (b) placing of order for equipment; (c) delivery of equipment; (d) construction of equipment buildings/rooms; (e) installation of equipment; and (f) testing. The applicant shall adhere to this plan if the Shared Spectrum is assigned.</p>

<b>PART I</b>	<b>OTHER INFORMATION</b>
<p>1. The applicant may submit any other information not specified above but is considered helpful to the application.</p>	

<b>PART J</b>	<b>DECLARATION OF APPLICANT</b>
<p>To: The Communications Authority,</p> <p>I/We hereby declare that the information and particulars provided by me/us in this form and in the documents submitted in support of the application are to the best of my/our knowledge, true, correct and complete, and any opinion expressed is honestly held. I/We understand that any untrue, incorrect and incomplete information in this form and the documents submitted may lead to rejection of the application.</p> <p>Signature with company / organisation chop: (for and on behalf of the applicant) _____</p> <p>Signatory's full name in block letters: _____</p> <p>Position held: _____</p> <p>Date: _____</p>	