



NATIONAL COMMUNICATIONS AUTHORITY (NCA), GHANA

APPLICATION FOR MOBILE CELLULAR LICENCE NCA FORM AP23

Please Note

This application will only be processed subject to the public announcement of the availability of frequency

Application Fee

Receipt No:

(Please attach Receipt)

Date:

(Submission Date)

Application Checklist. Tick (x) in box

- | | | | |
|--|--------------------------|-------------------------------------|--------------------------|
| • A completed Application Form | <input type="checkbox"/> | • SSNIT Clearance Certificate | <input type="checkbox"/> |
| • Cover Letter | <input type="checkbox"/> | • Supporting Documents | <input type="checkbox"/> |
| • Letter of Commitment | <input type="checkbox"/> | a. Company Registration Documents | <input type="checkbox"/> |
| • Copy of Valid National ID of the Contact Person(s) | <input type="checkbox"/> | b. List of Subsidiaries | <input type="checkbox"/> |
| • Business Plan | <input type="checkbox"/> | c. Five (5) year Audited Financials | <input type="checkbox"/> |
| • A Non-Refundable Application Fee | <input type="checkbox"/> | d. Current Spectrum Resources | <input type="checkbox"/> |
| • Tax Clearance Certificate | <input type="checkbox"/> | e. Current Numbering Resources | <input type="checkbox"/> |
| | | f. Current Subscriber Base | <input type="checkbox"/> |

Application for Mobile Cellular Licence

Before completing this form, please ensure that you have read and understood the guidelines. Comply with all the requirements listed for the application of this service. A copy of the guidelines may be found on our website: www.nca.org.gh

1. License Technology:

Please tick (☐) where applicable

- A. 2G Cellular
- B. 3G Cellular
- C. Broadband Wireless Access

2. Corporate Profile

- 2.1 Registered Name of Company:
- 2.2 Registered Trade Name (if any):
- 2.3 Company Registration Number:
- 2.4 Taxpayer Identification Number (TIN):
- 2.5 Date of Incorporation:
- 2.6 Date of Commencement:
- 2.7 Physical Location/Registered Office:
- 2.8 District:
- 2.9 Town/City:
- 2.10 Region:
- 2.11 Postal Address:
- 2.12 Digital Address (GhanaPost GPS):
- 2.13 Telephone:
Mobile Number:
- 2.14 Website:
- 2.15 E-mail address:
- 2.16 Fax (where applicable):

3. Contact Information: APPROVED CONTACT PERSONS/REPRESENTATIVES

	A		B	
3.1	First Name		First Name	
3.2	Last Name		Last Name	
3.3	Position in Org.		Position in Org.	
3.4	Nationality		Nationality	
3.5	Identification Type		Identification Type	
3.6	Identification No.		Identification No.	
3.7	E-Mail		E-Mail	
3.8	Business Telephone		Business Telephone	
3.9	Mobile Number		Mobile Number	

4. Ownership Structure:

4.1 Shareholders (holding 5% or more shares) (original application):

NO.	NAME OF SHAREHOLDER	SHARE HOLDING (%)	ADDRESS (house number, telephone number & email)	TAXPAYER IDENTIFICATION NUMBER (TIN)

* A minimum of 30% Ghanaian shareholding is mandatory throughout the life of the licence or authorization

4.2 Shareholders (holding 5% or more shares) (renewal):

NO.	NAME OF SHAREHOLDER	SHARE HOLDING (%)	ADDRESS (house number, telephone number & email)	TAXPAYER IDENTIFICATION NUMBER (TIN)

5. Directors:

5.1 Directors (holding 5% or more shares) (original application):

NO.	NAME OF SHAREHOLDER	SHARE HOLDING (%)	ADDRESS (house number, telephone number & email)	TAXPAYER IDENTIFICATION NUMBER (TIN)

5.2 Directors (holding 5% or more shares) (renewal):

NO.	NAME OF SHAREHOLDER	SHARE HOLDING (%)	ADDRESS (house number, telephone number & email)	TAXPAYER IDENTIFICATION NUMBER (TIN)

6. Number of Employees:

6.1 Number of Employees (Actual):

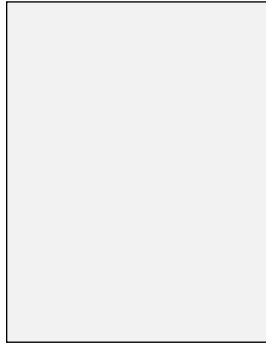
6.2 Number of Employees (Proposed):

7. Undertaking:

I/We hereby certify that the information supplied in this application form is true in all respects and I/We hereby give undertaking that upon grant of the Licence/Authorisation, I/We shall abide by the terms and conditions upon which the Licence/Authorisation is granted. I/We accept that my/our Licence/Authorisation may be revoked and the appropriate penalty / penalties applied if it is established that I/We have been granted Licence/Authorisation based on incorrect information. I/We further undertake to abide by all existing ITU Regulations and Communications laws of the country as well as other rules and regulations that may be issued.

Signed:

Date:



Please attach 3 Certified copies of Passport Photographs of authorised representative with Company Seal.

Notes to Application Form

1. The Application Form must be completed and signed by applicant parties and three copies submitted.
2. There should be a joint Cover Letter from the applicant.
3. National IDs should be valid at the time of submission of the Application Form. IDs to be used are:
 - a. Driving Licence
 - b. Passport
 - c. Voter's ID Card
 - d. National Identification Card
4. Payment is to be made by Bankers' draft to the National Communications Authority. Note that payment is non-refundable.
5. The Application Form is to be accompanied with Certified True Copies of the Business Incorporation Documents.
6. Three (3) Certified True Copies of the Annual Reports of applicant are to be submitted.
7. The Business Plan should include the:
 - a. Organizational Structure of entity (include educational and technical background as well as experience of key personnel such as CEO/ Managing Director, Chief Technology Officer, Chief Information Officer, Chief Financial Officer, Chief Marketing Officer, etc as may be applicable).
 - b. Audited Financial Statements for the Five (5) years of operation, to include:
 - i. Income Statement
 - ii. Balance Sheet
 - iii. Cash flow Statement
8. Entities are required to list in full all assigned Spectrum.
9. Applicant is required to list in full all assigned blocks of Numbers

SERVICE DEFINITION

- A. 2G (Second Generation) cellular networks this is the first mobile Licence issued to Operators (Licensees) to provide 2G services.

Licensee is authorised to establish and operate the Licensed Networks and to provide the Licensed Services to any person within Ghana.

Licensed Services

The Licensee is authorised to provide local fixed wireless payphones in underserved areas as shall be determined by the Authority and mobile wireless Telecommunications Services including, but not limited to:

- local and international Public Telephone Services (excluding international gateway);
- local and international data services (including leased lines, paging, frame relay and virtual private network services);
- local and international text (including telex and telegram) transmission services;

- B. 3G (Third Generation) cellular networks services means telecommunications services that are 3G Licensees deliver services in the 2100MHz Band. The Licensee is required to own and operate facilities for the operation and provision of Third Generation (3G) Mobile Services.

- C. Broadband Wireless Access Licence “Broadband” means a high-speed wireless connectivity which allows users to access services at upload minimum rate of 256kbps with upload-download ratio of 1:4 (upload rate of 256kbps corresponds to download speed of 1024kbps). The Licensee is required to develop and operate a broadband network to provide nationwide Broadband Wireless Access services.