



***Bureau Telecommunication and Post***

*Application form to obtain a license for a broadcasting transmitter network*

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**Application form to obtain a license  
for a broadcasting transmitter network**

**January 2003**



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**Part 1 Information concerning the applicant**

**1. Contact person**

1.1 Name and business address of the applying entity:

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1.2 Contact Person:

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1.3 Telephone Number:

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1.4 Fax Number:

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1.5 E-mail Address:

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**2. Details concerning the business**

2.1 If the applicant is a corporation, partnership, cooperative venture or other type of business enterprise, please state the names and addresses of the present managing directors, partners, members of the management and the secretariat.

<b>Name</b>	<b>Address</b>
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2.2 Trade name and official office address:

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2.3 If the applicant is a corporation, or other type of business enterprise, please state the registration number of the Chamber of Commerce in the Netherlands Antilles

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**Part 2 Information concerning the network and the company**

**3. Information about the services to be rendered through the network**

- 3.1 Please provide a description of the services which you are capable of rendering through your network  
Please indicate by a cross in the shaded areas the relevant capabilities:

1	Radio	
2	TV	
3	Other (describe)	

- 3.2 Relative to the services which may be rendered through your network, a number of possibilities have been displayed below. Please indicate by a cross the relevant possibility

1	You offer the services yourself	
2	Others provide the services Other parties as well as yourself provide the services	
3	Other parties as well as yourself provide the services	

**4. Information concerning the company**

- 4.1 Please give information regarding the structure of your company by way of a diagram and indicate the ratio of the ownership relations in percentages.  
Indicate which subsidiary companies dispose of a license or intend to apply for a license and indicate what they are licensed for.  
In the event the applicant is a subsidiary company, please give the structure of the holding company.
- 4.2 If the applicant is an existing company, please state the profit and loss account, the balance sheet and the cash flow account during the past two years.
- 4.3 Please state details on the cost accounting system that will be used to visualize the costs and the other financial results for each division of the network and for each service.
- 4.4 Please state details of other activities products and services of the applicant within and outside of the network market, sub-divided as to:
- Broadcasting network and non-broadcasting network and
  - Non-broadcasting network activities sub-divided as to telecommunication networks and services, broadcasting transmission networks (radio and TV) and other
- 4.5 Please state details on the cost accounting system that will be used to visualize the costs and the financial results of the existing services and provide the format and the results of each activity during the most recent fiscal year.

**Remark concerning the provision of the information**

With reference to question 2 you should submit the most recent and approved annual accounts .



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With reference to the other questions -4.1, 4.3, 4.4 and 4.5- you should reply to each question in a separate **exhibit**. If folders and other documentation should be available concerning these questions, please enclose same.



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**Part 3    Signing**

On behalf of the applicant, I herewith certify:

1.    The applicant shall at any and all time and in every respect comply with the terms and conditions of a license to be granted, taking into consideration that the license may be amended from time to time.
2.    The applicant shall at any and all time carry out the legal instructions of the director of BT&P.
3.    The information provided by me on behalf of the applicant is accurate and complete in every respect.

Signed:

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Complete name of the signatory(ies)

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Position of the applicant (corporation, co-operative venture, other format):

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Date: \_\_\_\_\_



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**Enclosures**

- 1. Businessplan**
- 2. Technical description of the project**
- 3. Quality variables and objectives**
- 4. Statements to be rendered**



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**Appendix 1 Businessplan**

**Market prognosis**

In the market prognosis the sales (turnover) must be indicated in physical units for each service, as well as the market share in percentages of the sales in Antillean Guilders. The following three tables indicate the specification required

Sales turnover of the applicant in the market in multiples of 1000

	Year 1	Year 2	Year 3	Year 4	Year 5
Number of hours of advertising					
Lease of transmission hours					
Other (please specify)					

Market share of the applicant in the market stated in percentages

	Year 1	Year 2	Year 3	Year 4	Year 5
Market share radio					
Market share TV					

Sales turnover in multiples of 1000 Antillean Guilders

	Year 1	Year 2	Year 3	Year 4	Year 5
Advertising in hours					
Lease transmission time in hours					
Other (please specify)					
<b>Total A</b>					

**Investment planning technical**

The investments planned for the project must be reflected according to the schedule below.

Investments in units

	Year 1	Year 2	Year 3	Year 4	Year 5
Ground stations					
Studios (fixed and mobile)					
Antenna installation: number					
Antennas: number					
Transmission links: groove in km					
Transmission links: km of cable					
Radio transmission, number of links					



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**Investment planning financial**

The planned investments must be translated into annual amounts, in the light of the current prices. The format has been reflected in the table below.

Investments in multiples of 1000 antillean Guilders

	Year 1	Year 2	Year 3	Year 4	Year 5
Ground stations					
Studios					
Antennas and installations					
Transmission through the cable					
Radio transmission					
Buildings					
Other					
<b>Total B</b>					

**Human resources planning**

An estimation should be given of the manpower to be utilized and the expenditure involved, according to the following format

	Year 1	Year 2	Year 3	Year 4	Year 5
Number of persons end of the year					
Expenses in 1000 ANG <b>Total C</b>					

The intended organisational structure must also be indicated in an organogram. The organogram must be submitted in a separate **exhibit**.

**Costs of the network and services**

This concerns the operational costs of the network as a consequence of the provision of services by other companies (telecommunication and other), see table below

Costs of network services in multiples of 1000 Antillean Guilders

	Year 1	Year 2	Year 3	Year 4	Year 5
Lease lines					
Lease of dark fibre					
Relay rights					
Other					
<b>Total D</b>					



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**Profit and Loss Account**

The profit and loss account must be submitted in accordance with the format stated below.

Profit and loss account in multiples of 1000 Antillean Guilders

	Year 1	Year 2	Year 3	Year 4	Year 5
Proceeds of operation (total <b>A</b> )					
Costs of network and services (total <b>D</b> )					
Human Resource costs (total <b>C</b> )					
Other cost					
EBITDA					
Depreciation write offs and provisions					
Interest					
EBT					
Taxes					
Net income					
Depreciation write offs and provisions					
Cash flow (total <b>E</b> )					

EBITDA = income before write offs, amortisation, interest and taxes

EBT = income before taxes

Cash flow (total D) = net income + write offs and provisions

In order to clarify the calculation of cash flow the "write offs and provisions" are stated twice in the table in the penultimate row.

**Balance sheet**

The balance sheet must be given for the entire company and for the project for which the license is being sought.

The balance sheet must provide at least the following information on the assets and liabilities indicated below

Balance sheet in multiples of 1000 Antillean Guilders

	Year 1	Year 2	Year 3	Year 4	Year 5
Assets					
Fixed assets broadcasting network					
Other fixed assets					
Floating assets					
Total					
Net worth					
Capital					
Retained profits					
Loan capital					
Current liabilities					
Total					



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**Financial plan**

Sources of financing, debt, equity must be indicated in accordance with the table below

Financial plan in multiples of 1000 Antillean guilders

	Year 1	Year 2	Year 3	Year 4	Year 5
Project cash outflow					
Investment (total <b>B</b> )					
Amortisation of loan					
Change of working capital					
Total cash outflow (1)					
Sources					
Cash inflow (total <b>E</b> )					
Capital increase					
Loans					
Total cash inflow (2)					
Year end balance sheet					
Total balance sheet					

**Statement in writing**

It is important that the sources of investment are underwritten by a statement in writing from the entity that provides financing, such as the holding company, a bank, the supplier in case of suppliers' credit etc.



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## Appendix 2 Technical description of the project

### Network planning for the coming 5 years (please indicate per year)

1. Give a representation of the network in block diagrams, including connections, if any, with other networks
2. Indicate the geographic structure of the network on a map of the Netherlands Antilles, displaying the various components of the network.
3. Which type of means of transmission are to be used for each connection (See table below)

	Year 1	Year 2	Year 3	Year 4	Year 5
Leased dark fibre					
Owned dark fibre					
Leased lines					
Radio links					
Satellite links					

4. Which transmission technology and equipment will be applied
5. What is the capacity of each link

### Use of radiofrequencies in the coming 5 years (please indicate per year)

#### Distribution links

1. Where are the antenna installations located
2. Will more frequencies be applied for
3. Indicate the coverage of the island in shaded areas in a plan

#### Radio links

1. Where are the antenna installations located
2. Which frequency bands will be utilized

#### Satellites

1. Where are the antenna installations located
2. Which satellites are to be used
3. What is the direction of the radiation (azimuth and elevation) and what is the EIRP per carrier wave
4. Which are the frequency bands used (C band, Ku, etc.)
5. Which transponders are used



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**Standards**

The standards used by you in connection with the preceding subjects must be attached in an overview.

**Systems and processes for quality management and monitoring**

An important part of the operation is quality management. In Appendix 3 of this document a number of questions are posed concerning quality.

Would you please indicate here which systems and processes will be used by you for quality management and monitoring. Please indicate this per component as stated below.

1. Installation
2. The manner of dealing with interference
3. Radio and/or TV

**Show technical capacity to complete the installation of the network**

It is of importance that the applicant shows his capacity to complete the installation of a network, e.g. in the event of an existing company on the basis of previous experience or in the event of a new company on the basis of the design of the organization and the qualifications of the personnel.

Please state a summary of the key management staff members in both instances, stating previous relevant experience and qualifications.



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### Appendix 3 Quality variables and objectives

In the table below the quality variables are given and the quality objectives are asked.

Parameter	Norm	Measuring unit	Ojective
Ratio of interference	Interference /year	Number	
Repair time of interference	Average number of hours	Hours	
Geographic coverage	Portion of surface of the island to be covered	%	
Transmission quality	Signal strength of transmission (EIRP)	dBu	
Transmission quality	Signal/hum Ratio	dB	
Signal strength	Indicate the acutance of the signal in the island territory Minimum of 54 dBu/m	dBu	



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**Appendix 4 Statements to be given**

The following statements must be submitted:

1	Business license from the island territory
2	Excerpt of registration at the Chamber of Commerce
3	Articles of incorporation of the organization
4	Certification of good conduct of the Directors
5	Financial guarantees in connection with financing



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**Information**

The information to be provided has been subdivided into an application form - consisting of 3 components - and appendices. All information must be given in print script.

With reference to the application form:

- Part 1** contact information of the applicant
- Part 2** material questions concerning the license requested and applicant
- Part 3** a certification which must be signed:

With reference to the appendices:

- Appendix 1** concerns the Businessplan of the activities to be initiated
- Appendix 2** concerns a technical description of the network to be installed
- Appendix 3** concerns the quality variables and the quality objectives to be applied
- Appendix 4** concerns a number of statements to be submitted

The application form must be sent to BT&P in triplicate (1 original and 2 copies)