

System Number

Trustee ID

Ohio Area Repeater Council, Inc.

Application for Frequency Coordination

Please print legibly or type as we may be faxing this document. Thanks!

- New Repeater Trustee Change Site Change Profile Modification

Repeater in the Amateur Band _____

Repeater Callsign: _____ Input: _____ Output: _____

For new applications, the frequency above is only a suggestion. OARC reserves the right to assign frequencies per guidelines established by the Board of Directors. No equipment should be purchased for a system until after application is processed.

Site Profile

Site location (number and street/crossroad): _____

City: _____ County: _____ State: _____ Zip: _____

Antenna Height Above Mean Sea Level (AMSL): _____ Feet. OARC Area: _____

FCC Tower Registration (Req if over 200ft): _____ Latitude: _____

Height Above Average Terrain (incl. Form 102): _____ Feet Longitude: _____

Effective Radiated Power: (incl. Form 101): _____ Watts

System Profile (check all that apply)

Analog CSQ (not recommended) PL in _____ PL out _____ DCS in _____ DCS out _____

DStar Voice DStar Data DMR Color Code _____

Yaesu Sys Fusion Fusion DSQ _____ APCO P25 P25 NAC _____

NXDN Digital NXDN RAN _____ 6.25 KHz 12.5 KHz

System is open to all System is Private/Closed System is Narrow Band

Emergency Power Phone Patch ARES Affiliated RACES Affiliated WX Affiliated

AllStar Node: _____ IRLP Node: _____ Echolink Node: _____

Trustee Information If repeater is sponsored by a club or is operating under a club callsign, please complete second page.

Trustee Name: _____ Trustee Call: _____ License Class: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email Address: _____

Successor Trustee: _____ Callsign: _____

The undersigned hereby affirms that the information contained in this application is true and further agrees to be bound by the Rules and Regulations of the OARC. Applicant agrees also that a repeater will not be placed on the air unless and until the coordination process is completed and a proposed frequency assignment is issued.

Trustee

Date

OARC Area Coordinator

Date

Sponsor Information

Sponsor Name: _____ Abbreviate as: _____

Address: _____ City: _____ State: _____ Zip: _____

Optional:

Telephone: _____ Email Address: _____

Club Callsign Trustee

Your Callsign: _____ Your Name: _____

Telephone: _____ Email Address: _____

I hereby authorize the use of callsign _____ on this repeater:

Trustee

Date

Notes:

If the repeater is sponsored by a club, the sponsor club is responsible to designate a repeater trustee.

If the repeater is self-sponsored and the trustee becomes SK, the trusteeship will transfer to the successor trustee. If no successor trustee is named, the repeater will become uncoordinated and the frequency will go back into the open pool. Any new coordination request must meet current coordination requirements including spacing.

If the repeater will operate under a club or vanity callsign, the trustee of the vanity call must authorize the use of their callsign. That trustee should understand that they are also responsible for the operation of this repeater and may be contacted if interference is reported.

The Ohio Area Repeater Council requires a Statement of Record to be filed by the **repeater trustee** on an annual basis to confirm the repeater is operating at the coordinated profile. If the council does not receive an SOR from **the trustee** at least every two years, the repeater risks losing its coordination. If correspondence mailed to the trustee is returned undeliverable, the repeater coordination could become in jeopardy. The trustee is responsible for keeping their contact information up to date. Any change of trustee should be reported as soon as possible.

Any change to the profile or location of a repeater must be approved by the OARC (and possibly affected surrounding states) **prior to any changes being made**. Changes in system profile and/or location may require a new test period before coordination is regained. A repeater operating outside of its coordinated profile will void your Letter of Coordination. Any resulting interference will be handled as if the repeater is not coordinated.

Once coordinated, a repeater pair must remain in use. Repeater pairs that are not in use for a period of 6 months for whatever reason, will be recalled and reassigned unless a letter is on file with the OARC Secretary requesting the frequency be held. Amateurs knowing of such documented inactive systems are encouraged to notify the OARC Secretary in writing.

All parties are responsible for keeping their contact information current with the Ohio Area Repeater Council.