

# BUSINESS RADIO LICENSING

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**\*\*BETTER BUSINESS BUREAU MEMBER SINCE 1985\*\***

(949) 348-8510

(800) 783-9006

FAX: (949) 348-8514

Email: [info@businessradiolicensing.com](mailto:info@businessradiolicensing.com)

## Request for Administrative Update of FCC License

Call Sign \_\_\_\_\_ Expiration \_\_\_\_\_

Administrative Update Cost:

**\$120.00 Processing**

\*Administrative changes include only the below contact information\*

### Step 1.

Licensee Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Licensee Federal Tax Id# \_\_\_\_\_

(When the Licensee is an individual – use the individual's social security #)

### Step 2.

Email this completed form to:

[info@businessradiolicensing.com](mailto:info@businessradiolicensing.com)

**Within 48 hours of emailing you can expect the following to be sent to you:**

1. FCC Form 601 General Certification Statement
2. FCC Form 161 CORES update and change form\*
3. Invoice for total fees due
4. Option to mail signed forms with a check or email signed forms and pay with credit card online

*\*BRL will change the password to the associated FRN, unless password is indicated below:*

**FRN:** \_\_\_\_\_ **Password:** \_\_\_\_\_

Should you require a major modification in addition to your renewal, please indicate below, or send in the body of your email to [info@businessradiolicensing.com](mailto:info@businessradiolicensing.com)