



FCC License Renewal

A renewal application can be filed no earlier than 90 days before the expiration date on the license. If you are renewing a ship station fleet license or a NN service license, see Special Notes for Ship Station Fleet Licensees and NN (3650 MHz - 3700 MHz) Service Licenses at the end of this article.

License expiration dates that occur during a non-FCC business day, such as a weekend and/or holiday, do not require an attached Waiver Request when timely filed by the following business day. However, the applicant must select "ineligible" for the Call Sign to appear within the Select Licenses box to launch the Renewal application.

Please Note: Per Public Notice DA 15-72, the FCC no longer mails license authorizations. If you provide an email address on your application, a link to print your official copy of your license will be automatically emailed to you when the application is granted.

On October 1, 2020, the FCC updated ULS to implement the requirements of WT Docket No. 10-112 "Amendment of Parts 1, 22, 24, 27, 74, 80, 90, 95, and 101 to Establish Uniform License Renewal, Discontinuance of Operation, and Geographic Partitioning and Spectrum Disaggregation Rules and Policies for Certain Wireless Radio Services". As a result, renewal applications for call signs in radio services impacted by the new rules require answering additional certifications questions on a license-by-license basis and therefore must be filed individually. The additional certifications include: the Operation/Performance Requirement Certification, the Discontinuance of Service Certification, and the Regulatory Compliance Certification.

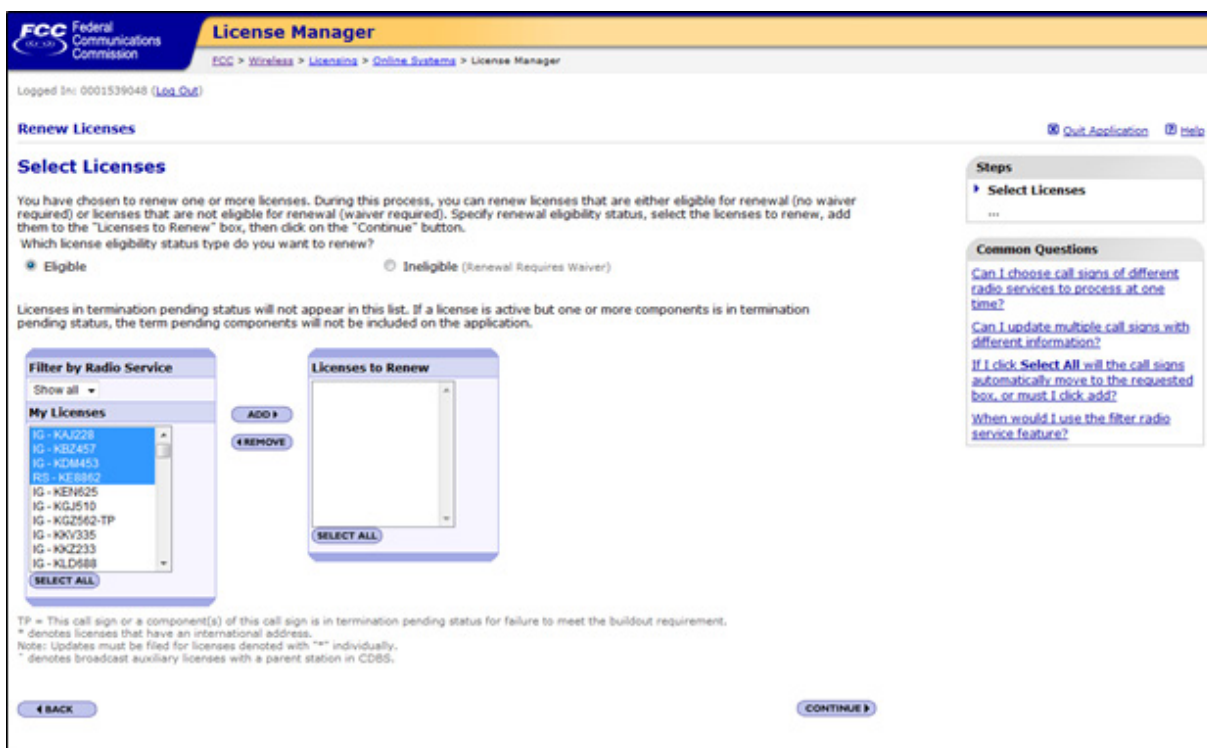
1. Go to the FCC License Manager at <https://wireless2.fcc.gov/UlsEntry/licManager/login.jsp> and log in with your FCC Registration Number (FRN) and password. Then, proceed to Step 2 below to begin filing the application.

- *If you do not know your FRN, you can search for it by entering your call sign at <https://wireless2.fcc.gov/UlsApp/UlsSearch/searchLicense.jsp>, or by clicking the link on the log in screen at <https://wireless2.fcc.gov/UlsApp/UlsSearch/searchLicense.jsp>.*
 - » **Not sure if you have an FRN?** Check your licenses at <https://wireless2.fcc.gov/UlsApp/UlsSearch/searchLicense.jsp>.

- If you don't know your password:
 - » **Forgot your password?** Contact Tech Support at <https://www.fcc.gov/available-support-services>.
 - » On the next screen, click the Forgot Your Password link (<https://apps.fcc.gov/coresWeb/enterFrnForPwdReset.do>) under Online Support Services, and follow the prompts for resetting the password.
 - » After receiving confirmation of a successful password reset, click the link for Universal Licensing System (DO NOT click the CORES Public Interface link.)
 - » Click the button labeled ULS License Manager to return to the Log In page.
 - » Enter the FRN and password and click the Submit button.

2. On the left-hand side of the screen, click Renew Licenses, (if you are taken to the My Applications Page after logging in, click My Licenses to begin.)

3. Select (highlight) the license you want to renew.



4. Click Add (so the License appears in the Licenses to Renew box).

- NOTE: the default is set to Eligible to show licenses that are within the renewal filing window.

5. Click Continue

6. You may edit information such as Licensee Name and Address, Contact Information, Radio Service Code, and Technical Data by checking the appropriate check box.

The screenshot shows the FCC License Manager interface. At the top, it says 'FCC Federal Communications Commission License Manager'. Below that, it says 'Logged In: 0001539048 (Log Out)'. The main heading is 'Renew License' and 'Select Updates'. A message states: 'You have chosen to renew the existing license KOI995.' Below this is a table for 'License Selected':

Call Sign	KOI995
Grant Date	01/29/2004
Expiration Date	04/18/2014

Below the table is the 'Select Updates' section with the instruction: 'You may update the licensee information shown below for this call sign. To do so, click the check box next to the information you wish to update.' There are two sections highlighted with a red box:

- Radio Service**
- Licensee Name and Address**
UNION PACIFIC RAILROAD COMPANY
Attn: LARRY J. KOPIASZ
201 S. 16TH ST., SUITE 305
OMAHA, NE 68179
P: (402)280-6486
F: (402)280-6565
E: ulstesting@fcc.gov
- Contact Information**
LARRY J KOPIASZ
UNION PACIFIC RAILROAD COMPANY
201 S. 16TH ST., SUITE 305
OMAHA, NE 68179

7. Click Continue to navigate through the application.

8. Sign your application and click Submit Application (NOTE: by typing your first and last name in the boxes you have signed your application) ULS will calculate the fees. Fees for online filing MUST be received within 10 calendar days of the filing.

9. Click the Continue For Payment Options button to choose the method of payment.

FAQs - Filing a Renewal Application in the Universal Licensing System (ULS)

<http://www.fcc.gov/help/renewing-license-universal-licensing-system-uls>

Downloading Authorization in ULS

After your application has been granted, you may also download an official copy of your license from the License Manager by following the steps below:

1. Go to <https://wireless2.fcc.gov/ULSEntry/licManager/login.jsp> and log in with your FCC Registration Number (FRN) and password.
2. Click the "Download Electronic Authorizations" link on the navigation bar on the left side of the License Manager home page.
3. In the My Authorizations box at the bottom of the page, select the call sign(s) you wish to download.
4. Add the call signs to the Authorizations to Download box by clicking the Add button.
5. Click the Download button in the lower right-hand corner of the page.

The download will be automatically converted to a PDF file, and you can choose to Open (to print) or Save (to save to a desired folder).

Special Notes for Ship Station Fleet Licensees and NN (3650 MHz - 3700 MHz) Service Licenses:

Ship Station Fleet License Renewals: A certification must be attached stating that none of the vessels in the fleet use DSC (Digital Selective Calling) or AIS (Automatic Identification System) equipment.

If any of the vessels are using DCS or AIS equipment, you will need to apply for a single license for that vessel to obtain an MMSI, or contact a private registration agent to obtain an MMSI if the vessel is licensed by rule. NOTE: domestic MMSI numbers cannot be issued to a fleet; they can only be issued to individual vessels. The fleet license can then be canceled if no vessels remain on the fleet.

NN (3650 MHz - 3700 MHz) Service License Renewals: Per 47 CFR 90.1307(c), If a license issued under this section expires between April 17, 2015 and April 17, 2020, the licensee may request a one-time renewal and the Commission may renew that license for a term ending no later than April 17, 2020.

If you have any further questions, or need additional information, please submit a help request at <https://www.fcc.gov/wireless/available-support-services> or call the FCC Licensing Support Center at (877) 480-3201.