

All racing series organizers have a shared responsibility for ensuring that radio equipment used during events complies with the Radiocommunication Act. This includes verifying that teams operating a radio have obtained a radio license for the event. If teams plan on using radios for communication and it is not mandatory for the series, a radio license is still required.

It is encouraged for series organizers and teams to have an account with the [Spectrum Management System](#) (SMS Online). For instructions on how to create and manage a Web Profile, please visit the following page: [Online Registration](#). Once an account has been created and approved through SMS Online, an application for the radio license can be submitted online or by PDF forms.

Please review the attached PDF forms: **'Mobile Radio License Application ISSED-ISDE2366E'** and **'Fixed and Transportable Station License Application ISSED-ISDE2365E'**. ***Note:** It is a requirement to fill out PDF Form **'Fixed and Transportable Station License Application ISSED-ISDE2365E'** only if a base/repeater station is being used. If a base/repeater station is not being used for your event, only the Mobile Radio License Application form is required.

Please share the forms and the instructions on how to create and manage a Web Profile with those registered for your racing events.

When filling out your desired radio channels, please note that if one or more of your radio channels are unavailable then we will assign alternative channels. If you have other channels for our office to review, then you may include them in the 'Describe any additional requirements section'.

Completed forms may be sent to spectrumtoronto-spectretronto@ised-isde.gc.ca (and CC me), or teams may prefer to seek out the services of a reputable radio consultant/vendor who can apply on their behalf.

If you have any questions, please do not hesitate to contact me via phone or email. If required, a meeting can be scheduled for further discussion

Best Regards,

Ashley Lemagueresse

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