

605-C WCARS VEC FORM INSTRUCTIONS

Use this form to apply for a new **CLUB STATION** license or **MILITARY RECREATION STATION LICENSE**, or modify an existing **CLUB STATION** license or **MILITARY RECREATION STATION LICENSE**, through the services of WCARS-VEC.

PLEASE NOTE: An amateur can only be the trustee of one valid club station. A trustee may continue to serve the clubs that they are currently trustee of but may not be designated the trustee of any additional clubs after February 13, 2011. A club station may not hold more than one valid vanity call sign.

- Type the information into and then print out the interactive form or print the form and then write the information clearly in ink.
- The application form must be signed by two different individuals, and then sent by mail to WCARS-VE, Inc.
- Complete all applicable fields on this form - telephone number is optional, but supplying this information is recommended. A valid e-mail address must be given to receive an official copy of the license from FCC. The license will not be mailed.
- For changes, modifications, and renewals, if available, attach a copy of the current station license.
- This form cannot be used to request a NEW Vanity Call Sign.

SECTION 1 -- Application Purpose - Check all boxes that apply.

SECTION 2 -- Applicant (Trustee) Information - Fill in the proposed or new trustee's name, call sign, e-mail and phone information.

SECTION 3 -- Club Information - Fill in the name of the club, club station call sign (unless the application is for a new license), club mailing address, phone number and a valid e-mail address to which the official license can be electronically sent. If the club has already been issued a Federal Registration Number (FRN) in the CORES program, include FRN in the space provided. If the club has been issued an EIN (Employer Identification Number) by the Internal Revenue Service, enter that number in the space provided. If the club has not been issued either an FRN or an EIN, leave this space blank. **DO NOT** enter a personal Social Security Number.

SECTION 4 -- Certification - The FCC Basic Qualification Question only applies to the license applicant (trustee). This item enables the FCC to determine whether an Applicant is eligible under §§ 310(d) and 308(b) of the Communications Act of 1934, as amended, to hold or have ownership interest in a station license. Applicants are required to answer the question only if 1) they are filing for one of the following purposes indicated: New or Modification (Call sign change); and 2) the answer has changed from the answer previously provided. Applicants using the form for any other purpose are not required to answer this question. When answering "YES" to the Basic Qualification Question you must follow the FCC instructions and procedures which may be viewed on the WCARS-VE website at [www.http://www.wcarsvec.net/docs/applicant-info-qualification-question-2017.pdf](http://www.wcarsvec.net/docs/applicant-info-qualification-question-2017.pdf).

Club Station Licenses

This section must be signed by the club license **trustee** (applicant) and by another responsible club official. The club must be composed of at least four persons and must have a name, a document of organization, management, and a primary purpose devoted to amateur service activities consistent with this part. A club station license grant may be held only by the person who is the license trustee designated by an officer of the club. The trustee must be a person who holds a FCC issued amateur radio operator/primary station license grant. **The responsible club official must be an officer of the club and MUST NOT be the same person as the club license trustee.**

Military Recreation Station Licenses

The signature of the **applicant** for a military recreation station must be that of the official in charge of a station provided for the recreational use of amateur radio operators, under the military auspices of the Armed Forces of the United States. The applicant need not be an amateur radio operator and cannot be a representative of a foreign government. The signature of the **responsible official** for a military recreation license must be that of the official in charge of the United States Government premises where the military recreation station is located. **The responsible official MUST NOT be the same as the applicant.**

Return this form by mail or e-mail to WCARS-VEC, and/or direct any questions to: **WCARS-VE, Inc., 7 Skylyn Ct, Asheville, NC 28806-3922; phone: (828)253-1192; e-mail: wcarsvec@wcarsvec.net.**