

**A:** This application should be completed in English.

**B:** The application shall be submitted with the following:-

1. Provide a copy(ies) of Operating and frequency licence(s) that relate to the frequency to be transferred
2. A copy of company CR 12, for both the transferor and transferee, indicating the shareholding and nationalities of the directors
3. A copy of contract between the transferor and the transferee relevant to the spectrum transfer.
4. A report or a documentation analysing the effects of the transfer on competition.
5. A copy of compliance certificate awarded to the transferor by the Authority
6. Provide resolutions passed by approving authority of transferor and transferee consenting to the transaction
7. Indicate (or provide separately) the detailed pricing terms on which the transfer is made.
8. An explanation about current and post transfer capacity utilization of the spectrum transferred and network investment plan for the spectrum band associated with the transfer.

**NB:** Copies of documents originating from Kenya should be certified by a Commissioner of Oaths while copies of documents originating from abroad should be notarized by a Notary Public. Further, any submitted document not in English must be accompanied by a certified translation (by Notary Public) as a true English translation.

9. Payment of on-refundable application fee. Information regarding the application fee is contained in the frequency fee schedule.

**C:** How we use your data

We require this information in order to carry out our mandate under the Kenya Information and Communications (Radiocommunication and Frequency Spectrum) Regulations, 2010.

**D:** Point of contact

CA prefers to communicate electronically. Please provide email addresses wherever possible. Note that as the licensee you can opt out of email correspondence in the declaration section. All other contacts whose emails are provided will receive communications electronically. If you have any queries about the form please contact: [info@ca.go.ke](mailto:info@ca.go.ke)

**E:** The completed form should be submitted to:

**Director General**

Communications Authority of  
Kenya 1<sup>st</sup> Floor, CA Centre,  
Waiyaki Way  
P. O. Box 14448 Nairobi 00800  
Tel: +254-20- 4242000 / +254 703 042000  
E-mail: [info@ca.go.ke](mailto:info@ca.go.ke)

# Section A SECTION I: DETAILS OF THE APPLICANT / TRANSFEROR

**A.1** Please provide your details and update the following sections.

Business Name

Account No.

**A.2** Licensee official address & details

Applicant/Licensee Name

Physical Address

P.O. Box

Postcode  Post Office

City & Country

Tel / Mobile

E-mail

**A.3** Official representative address & details

Representative Name

Official Title

P.O. Box

Postcode  Post Office

City & Country

Tel / Mobile

E-mail

**A.4 Licence Details**

List type of operational license(s) and license number(s) for all licenses

Licence	Licence No.

List the spectrum license(s) other than the one being transferred:

Frequency	In use/not in use	location (s) utilized	Type of Service (s) offered

List type of operational license(s) and license number(s) that relate to the spectrum to be transferred:

Licence	Licence No.

## SECTION B DETAILS OF THE TRANSFEREE

### B.1 Applicant official details

Applicant/Licensee Name

Physical Address

P.O. Box

Postcode  Post Office

City & Country

Tel / Mobile

E-mail

### B.2 Official representative address & details

Representative Name

Official Title

P.O. Box

Postcode  Post Office

City & Country

Tel / Mobile

E-mail

### B.3 Licence Details

List type of operational license(s) and license number(s) for all licenses

Licence	Licence No.

Do You hold any spectrum license(s)? If yes fill the table below:

Frequency	In use/not in use	location (s) utilized	Type of Service (s) offered

:

## SECTION C DETAILS OF THE TRANSFER

partial rights and obligations under a frequency spectrum licence

### C.1 Transfer Details

Indicate the duration of the spectrum transfer

Permanent

Specify Duration

Temporary

Specify Duration

Type of transfer proposed:

the entire bundle of rights and obligations

partial rights and obligations

Acquisition of controlling shares

Describe the scope of the proposed spectrum transfer

Indicate the licence obligations relating to the spectrum to be transferred that will be assumed by the transferee:

## SECTION D DECLARATION

### TRANSFEROR

We hereby certify that the information included in this form is complete and correct. We understand that it is an offense under the penal code to give false information in support of any application. We therefore request approval to a transfer of the frequencies specified in the licence in accordance with this form.

Name:

Designation:

Sign:

Date:

Stamp

### TRANSFEEE

We hereby certify that the information included in this form is complete and correct. We understand that it is an offense under the penal code to give false information in support of any application. We hereby undertake to comply with the radio obligations and conditions of the spectrum license being transferred.

Name:

Designation:

Sign:

Date:

Stamp

The completed form should be submitted to:

**The Director General**  
Communications Authority  
of Kenya 1<sup>st</sup> Floor, CA  
Centre, Waiyaki Way  
P. O. Box 14448 Nairobi – 00800, Nairobi  
Tel: 254-20- 4242000

## SECTION E: FOR OFFICIAL USE ONLY

### E.1 Documents Check List

Spectrum License	<input type="checkbox"/>	Competition Report	<input type="checkbox"/>
Compliance Certificate	<input type="checkbox"/>	Pricing Details	<input type="checkbox"/>
CR 12	<input type="checkbox"/>	Resolution	<input type="checkbox"/>
Operating license	<input type="checkbox"/>	Capacity Utilisation	<input type="checkbox"/>
Transfer Contract	<input type="checkbox"/>		

### E.2. Authority's Comments

AUTHORITY'S COMMENTS	
Not Recommended <input type="checkbox"/>	Recommended <input type="checkbox"/>
Comments: <input type="text"/>	Comments: <input type="text"/>
Name: <input type="text"/>	Name <input type="text"/>
Designation <input type="text"/>	Designation: <input type="text"/>
Signature: <input type="text"/>	Signature: <input type="text"/>
Date: <input type="text"/>	Date: <input type="text"/>