

**MEMORANDUM CIRCULAR**  
**NO. 76-11**

**SUBJECT:   PRESCRIBED APPLICATION FORM FOR ISSUANCE OF RADIO  
              OPERATOR LICENSE/PERMIT.**

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In order that this Bureau can have a permanent recording of the relevant information concerning the licenses/permits issued to radio operators and at the same time systematize the procedure for expeditions processing of new/renewal applications, the Form TCCS 101, attached, is hereby prescribed to be used.

New Application shall be submitted to the TCB Records Section with other supporting papers upon receipt of the notice of passing the examinations but not later than one year thereof. Renewal application shall be submitted together with the original license/permit thirty (30) days before the expiration date of the license/permit.

The applicant is advised to follow carefully the instruction indicated in the form in order to avoid unnecessary delays in the processing of the papers.

This circular takes effect on 01 January 1977.

**CEFERINO S. CARREON**  
Director

