

The application procedure from Spectrum Management's Toronto District Office of has changed this year. Please share & distribute this email with any other race teams, organizers, officials, or vendors that will be requiring radio licences, and/or that you are responsible for. Thank you.

Notice to Participants of the 2016 Racing Events in the Toronto area:

In Canada, the coordination of radio frequencies and radio systems is managed by Innovation, Science and Economic Development Canada, Spectrum Management Operations Branch, under the authority of the Radiocommunication Act. If you are planning to install and operate a radio system, including wireless-radio frequency devices at this year's races and do not already hold radio station licences issued for the race in your location, then please follow the guidelines below:

- **All applications are completed and submitted through the [Spectrum Management System](#) website**
- Please refer to the attached PDF files containing instructions on **1)** how to create your online account, and **2)** complete and submit your Short-Term/Temporary Radio Licence Application(s) online.
- Upon the timely submission of a completed application online, the Toronto District Office of Innovation, Science and Economic Development Canada (ISED) will grant a Short Term/Temporary Radio Licence **upon successful payment** (online credit card or by cheque/money order via mail/courier), for the installation and operation of radio systems during the event.
- **Note that Licence fees are payable in Canadian funds.** Please submit payment online by Visa, Master Card, American Express or Interac online once you receive your invoice or make cheques payable to the **RECEIVER GENERAL FOR CANADA**.
- You should submit your application by April 21, 2016, to allow time to process your frequency request before the event, invoice, receive payment and issue the licence. Please note that the installation and/or operation of radio apparatus without authority are prohibited under Section 4 of the **Radiocommunication Act**: <http://laws-lois.justice.gc.ca/eng/acts/r-2/>
- All applications will be processed on a **"first come, first served basis"**, and thus all frequency requests are subject to availability. You will be required to accept the licence conditions of **"no protection and non-interference"**, with the understanding that should your system cause harmful interference to other licensed stations, you will be required to either modify your station parameters (i.e. change of frequency or transmitted power), or to cease operation immediately. Also note that the radio authorization must

be available for inspection by a Spectrum Management Officer on-site during the event, and during the time the system is in operation.

- Furthermore, it is advisable that the use of your radio system(s) be limited to your own race event, or only as necessary. Your cooperation in the careful use of your radios will further help to minimize the possibility of radio interference during this year's racing events.
- Your applications are accessible by other District and Regional Offices if you are participating at other racing events. **It is imperative that you contact the closest ISED Office in the District or Region where your other racing events will be held to ensure that valid frequency assignments are made to your team at each event.** For assistance please refer to the list of addresses and telephone numbers of Regional and District Offices in the [Radiocom Information Circular 66 \(RIC-66\)](#):
<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf01742.html>

For further information regarding races in the Toronto area, (Honda Indy Toronto event, Canadian Tire Motorsport Park, or Innisfil Sunset Speedway) please contact the Toronto District Office ic.spectrumtoronto-spectretoronto.ic@canada.ca or call **416-973-8215**. We look forward to receiving your completed application by April 21, 2016 online via [SpectraWeb](#).

Best Regards,

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