### Filing a Renewal Only (RO) in Batch

Filing a renewal only (RO) via EBF is very simple. Only three records are typically needed: HD, AD and EN. The AT record is also required if an attachment is now required. No other record types need to be filed if the application purpose is RO (AD 5).

The table below is an excerpt from the Standard EBF spreadsheet that is available on the ULS website. The data to send for an RO is listed below. Following the list of tables is a sample batch RO application.

#### **APPLICATION/LICENSE HEADER**

ALLEI	Position	Data Element	Definition	Contents	Form Reference
"HD"	1	Record Type	char(2)	"HD"	1 OIIII NOICICIOC
"HD"	2	Unique System Identifier	numeric(9,0)	Must be Null	
"HD"	3	ULS File Number	char(14)	Optional. Send a ULS file number if the application is to amend or withdraw a pending ULS application; or a Notification of Consummation of Assignment of Authorization or Transfer of Control; or an Extension of Time for Consummation of Assignment of Authorization or Transfer of Control.	Main Form 601 box 4, Main Form 603 box 2, Main Form 603 Schedule D, Main Form 603 Schedule E Main Form 605 box 4
"HD"	4	EBF Number	varchar(30)	Required, send a unique number to identify all records belonging to a single application	
"HD"	5	Call Sign / Serial #	char(10)	Send license call sign/serial # for all 601 and 605 application purposes except new (NE). Must be null for AA/TC Form 603 applications.	Main Form 601 box 5, Main Form 605 box 5
"HD" "HD"	6 7	License Status Radio Service Code	char(1) char(2)	Must be Null Required, for application purposes AA and TC send as "AL' else send appropriate radio service code	Main Form 601 box 1, Main Form 605 box 1

"HD" "HD" "HD" "HD"	8 9 10 11	Grant Date Expiration Date Cancellation Date Eligibility Rule Num	mm/dd/yyyy mm/dd/yyyy mm/dd/yyyy char(10)	Must be Null Must be Null Must be Null For Land Mobile and Land Mobile Broadcast Auxiliary Radio Services, send the number and paragraph of the FCC Rule Seciton that describes the eligibility for the radio service specified in HD7. Must be null for AA/TC Form 603 applications.	Form 601 Schedule H box 1
"HD"	12	Applicant Type Code	char(1)	No longer collected in HD12. Instead, send applicant type code in EN24.	Main Form 601- box 11, Main Form 603- box 44, Main Form 605- box 10
"HD"	13	Alien	char(1)	Send Y or N.	Main Form 601 box 44, Main Form 603 box 95
"HD"	14	Alien Government	char(1)	Send Y or N.	Main Form 601 box 45, Main Form 603 box 94
"HD"	15	Alien Corporation	char(1)	Send Y or N.	Main Form 601 box 46, Main Form 603 box 96
"HD"	16	Alien Officer	char(1)	Send Y or N.	Main Form 601 box 47, Main Form 603 box 97
"HD"	17	Alien Control	char(1)	Send Y or N.	Main Form 601 box 48a, Main Form 603 box 98a
"HD"	18	Revoked	char(1)	Send Y or N.	Main Form 601 box 49, Main Form 603 box 99
"HD"	19	Convicted	char(1)	Send Y or N.	Main Form 601 box 50, Main Form 603 box 100

"HD"	20	Adjudged	char(1)	Send Y or N.	Main Form 601 box 51, Main Form 603 box 101
"HD"	21	Involved	char(1)	No longer collected for 601 or 603. Send as null.	Main Form 601- box 48, Main Form 603- box 77
"HD"	22	Common Carrier	char(1)	Send Y or null. Must be null for AA/TC Form 603 applications.	Main form 601
"HD"	23	Non Common Carrier	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Main form 601 box 41
"HD"	24	Private Comm	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Main form 601 box 41
"HD"	25	Fixed	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Main form 601 box 42
"HD"	26	Mobile	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Main form 601 box 42
"HD"	27	Radiolocation	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Main form 601 box 42
"HD"	28	Satellite	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Main form 601 box 42
"HD"	29	STA or Demonstration	char(1)	S = STA, M = Demonstration, N = none of the above. Must be null for AA/TC Form 603 applications.	Main Form 601 box 3a, Main Form 605 box 3
"HD"	30	Interconnected Service	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Main Form 601 box 43
"HD"	31	Certifier First Name	varchar(20)	Required	Main Form 601 box 56 Main Form 603 box 105, Main Form box 26
"HD"	32	Certifier MI	char(1)	Optional	Main Form 601 box 56 Main Form 603 box 105, Main Form box 26

3

"HD"	33	Certifier Last Name	varchar(20)	Required	Main Form 601 box 56 Main Form 603 box 105, Main Form box 26
"HD"	34	Certifier Suffix	char(3)	Optional	Main Form 601 box 56 Main Form 603 box 105, Main Form box 26
"HD"	35	Certifier Title	char(40)	Optional	Main Form 601 box 57, Main Form 603 box 106, Main Form 605 box 27
"HD"	36	Male or Female	char(1)	Optional, Send Y or N.	Main Form 601 box 27, Main Form 603 box 81
"HD"	37	Black or African-American	char(1)	Optional, Send Y or N.	Main Form 601 box 27, Main Form 603 box 81
"HD"	38	Native American	char(1)	Optional, Send Y or N.	Main Form 601 box 27, Main Form 603 box 81
"HD"	39	Hawaiian	char(1)	Optional, Send Y or N.	Main Form 601 box 27, Main Form 603 box 81
"HD"	40	Asian	char(1)	Optional, Send Y or N.	Main Form 601 box 27, Main Form 603 box 81
"HD"	41	White	char(1)	Optional, Send Y or N.	Main Form 601 box 27, Main Form 603 box 81
"HD"	42	Ethnicity	char(1)	Optional, Send Y or N.	Main Form 601 box 27, Main Form 603 box 81
"HD" "HD"	43 44	Effective Date Last Action Date	mm/dd/yyyy mm/dd/yyyy	Must be Null Must be Null	

"HD"	45	Auction ID	integer	Send if this is a new application after winning an acution. Must be null for AA/TC Form 603 applications.	
"HD"	46	Broadcase Services - Regulatory Status	char(1)	Send Y of null. Must be null for AA/TC Form 603 application.	
"HD"	47	Broadcase Services - Regulatory Status	char(1)	Send Y of null. Must be null for AA/TC Form 603 application.	
"HD"	48	Broadcase Services - Type of Radio Service	char(1)	Send Y of null. Must be null for AA/TC Form 603 application.	
"HD"	49	Alien Ruling	char(1)	Required if Alien Control (HD21) = Y. Send Y or N.	Main Form 601 box 48b, Main Form 603 box 98b.
"HD"	50	Licensee Name Change	char(1)	An Y/N indicator to note if the licensee name change is due to sale or transfer of control. Not applicable for NE or AM to NE filings.	Main Form 601 box 15
"HD"	51	Operation/Performance Requirement Certification	char(1)	Required for RO/RM renewal reform radio service codes. Send null for all others.	Main Form 601 box 57

A - site-based license,

- B geographic license, commercial service licensee in its initial license term with an interim performance requirement,
- C geographic license, commercial service licensee in its initial license term with no interim performance requirement,
- D geographic license, commercial service licensee in any subsequent term,
- E geographic license, private systems licensee in its initial license term with an interim performance requirement,
- F geographic license, private systems licensee in its initial license term with no interim performance requirement,
- G geographic license, private systems licensee in any subsequent term,
- H partitioned or disaggregated license without a performance requirement, for the first renewal application filed after date of deployment,
- I partitioned or disaggregated license without a performance requirement, for any subsequent renewal filings

"HD"	52	Operation/Performance Requirement Certification Answer	char(1)	Required for RO/RM renewal reform radio service codes. Send Y or N if HD51 is not null. Attachment Type "O" required if N. Send null for all others.	Main Form 601 box 57
"HD"	53	Discontinuation of Service	char(1)	Required for RO/RM renewal reform radio service codes. Send Y or N. Attachment Type "O" required if N. Send null for all others.	Main Form 601 box 58
"HD"	54	Regulatory Compliance	char(1)	Required for RO/RM renewal reform radio service codes valid values Y or N send null for all others.	Main Form 601 box 59

## APPLICATION/LICENSE HEADER

APPLI	APPLICATION/LICENSE HEADER								
	Position	Data Element	Definition	Contents	Form Reference				
"AD"	1	Record Type	char(2)	"AD"					
"AD"	2	Unique System Identifier	numeric(9,0)	Must be Null					
"AD"	3	ULS File Numer	char(14)	Must be Null					
"AD"	4	EBF Number	varchar(1)	Required, send a unique number to identify all records belonging to a single application.					
"AD"	5	Application Purpose	char(2)	Required, send valid application purpose. Refer to the form and the instructions for valid application types or to the ULS Code Definitions file.	Main Form 601 box 2, Main Form 603 box 1, Main Form 605 box 2				
"AD"	6	Application Status	char(1)	Must be Null					
"AD"	7	Application Fee Exempt	char(1)	Send Y or N.	Main Form 601 box 9, Main Form 603 box 5a, Main Form 605 box 24				
"AD"	8	Regulatory Fee Exempt	char(1)	Send Y or N.	Main Form 601 box 10,				
				No longer collected for 603 applications. Send as Null.	Main Form 603- box 80, Main Form 605 box 25				
"AD"	9	Source	char(1)	Must be Null					
"AD"	10	Requested Expiration Date	mmdd	Send mmdd if requesting a specific month and day for an expiration date. Must be null for AA/TC Form 603 applications.	Main Form 601 box 6, Main form 605 box 6				
"AD"	11	Receipt Date	mm/dd/yyyy	Must be Null					

"AD"	12	Notification Code	char(1)	If 601 application purpose is NT or EX, send valid code as defined in Form 601 Schedule K or L. If 603 application purpose is NT or EX, send code "C", Valid codes are also listed in the ULS Code Definitions fule. Must be null for AA/TC applications.	Form 601 Schedule K box 1, Form 601 Schedule L box 1
"AD"	13	Notification Date	mm/dd/yyyy	buildout/coverage/construction requested expiration date that correspnds to Form 601 notification code for EX, or send date of consummation that correponds to Form 603 for NT purpose, or send new consummation requested expiration date that corresponds to Form 603 for EX purpose, or else send as null. Must be null for AA/TC applications. Note: Form 601 Schedule K requires the Actual Date of Construction for site based licenses only.	2, Form 601 Schedule K box 2, Main Form 603 Schedule D, Main Form 603 Schedule E
"AD"	14	Expanding Area or Contour	char(1)	Send Y or N.	Main Form 601 box 7
"AD"	15	Major Minor Indicator	char(1)	Must be Null	
"AD"	16	Original Application	char(2)	Must be Null	
		Purpose			
"AD"	17	Requesting A Waiver	char(1)	Send Y or N.	Main Form 601 box 11a, Main Form 603 box 6a, Main form 605 box 7

"AD"	18	How Many Waivers Requested	integer	If requesting a waiver, send the number of feeable waivers being requested - must be an integer of > 0. If not requesting a waiver, must be null.	Main Form 601 box 11b, Main Form 603 box 6b
"AD"	19	Any Attachments	char(1)	Send Y or N.	Main Form 601 box 8, Main Form 603 box 4, Main form 605 box 8
"AD"	20	Number of Requested SID	integer	Used for Cellular only.  Must be null for AA/TC	Form 601 Schedule F box
				Form 603 applications.	6
"AD"	21	Fee Control Number	char(16)	Must be Null.	
"AD"	22	Date Entered	mm/dd/yyyy	Must be Null.	
"AD"	23	Reason	varchar(255)	Must be Null.	_
"AD"	24	Frequency Coordination Indicator	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Form 601 Schedule H box 7, Form 601 Schedule I box 7
"AD"	25	Emergency STA	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications. Must be null if response to "HD" 29 (Development or STA or Demonstration) is 'N'.	Main Form 601 box 3b
"AD"	26	Overall Change Type	char(1)	Must be Null.	
"AD"	27	Extended Implementaion Plan	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Form 601 Schedule H box 8
"AD"	28	Grandfathered, Approved or Integrated	char(1)	Send Y or N. Must be null for AA/TC Form 603 applications.	Main Form 601
"AD"	29	Waiver/Deferral of Application Fees	char(1)	Required if Application Fee Exempt (AD7) = N. Send Y or N. Must be null for Form 601 and 605 applications.	603 Main Form box 5b
"AD"	30	Has Term Pending Ind	char(1)	Send as null	

"AD"	31 Entity	Use of Service	char(1)	Required for RO/RM renewal reform radio service codes. Must send null. Geographic RSCs do not file EBF.	Main Form 601 box 6b.
	Position	Data Element	Definition	Contents	Form Reference
"EN"	1	Record Type	char(2)	"EN"	
"EN"	2	Unique System Identifier	numeric(9,0)	Must be Null	
"EN"	3	ULS File Number	char(14)	Must be Null	
"EN"	4	EBF Number	varchar(30)	Required, send a unique number to identify all records belonging to a single application	
"EN"	5	Call Sign	char(10)	Must be Null	
"EN"	6	Entity Type	char(2)	Required. Send appropriate entity type code as follows: "L" for applicant/licensee or assignee data, "CL" for applicant/licensee or assignee's contact data, "O" for real party of interest data, "R" for assignor or transferor data, "CR" for assignor or transferor contact data, "E" for transferee data, "CE" for transferee contact data. If Form 603 Purpose is AA, must send EN records with entity type codes L for assignee, CL for assignee's contact, R for assignor, CR for assignee real party of interest. EN types E and CE are invalid when purpose if 'TC' must send EN records for entity types L for licensee, CL for licensee's contact, R for transferor, CR for transferor's contact, E for transferee, CE for transferee real party of interest. EN types CL is invalid when purpose is TC.	

"EN" "EN"	7 8	Licensee ID Entity Name	char(9) varchar(200)	Send as null For 601 applications, required if application purpose is NE or data is missing in the license	Main Form 601 box 17, 28, 31 Main Form 603 box 20, 32, 45,
				record.	DOX 20, 32, 43,

For 601 and 603 applications, required if entiry type is "O". For 603 applications, required if entity type is "L", "R" or "E" and entity is not an individual. Do not send entity name is the entity name if the entity type is "L", "R" or "E" and the entity is an individual. For 603 applications where the entity type is CL, CR, or CE, either (the individual name and attention line) or (the individual name and the company name) is required.

56, 69, 72, 83 Main Form 605 box 12

"EN" 9 First Name varchar(20)

For 601 applications, required if application purpose is NE or data is Main Form 603 missing in the license record. For 601 and 603 55, 68, 82 applications, do not send first name if the entity type is "O". For 601 and 603 applications, required if entity type is "L", "R" or "E" and entity is an individual. Do not send first name if the entity type is "L", "R" or "E" and the entity is not an individual. For 603 applications where the entity type is CL, CR, or CE, either (the individual first name and attention line) or (the individual first name and the company name) is required.

Main Form 601 box 16, 30 box 19, 31, 44, Main Form 605 box 11

"EN"	10	MI	char(1)	Send if available else send as null. Do not send MI if entity type is "O".	Main Form 601 box 16, 30 Main Form 603 box 19, 31, 44, 55, 68, 82 Main Form 605 box 11
"EN"	11	Last Name	varchar(20)	For 601 applications, required if application purpose is NE or data is mising in the license record. For 601 and 603 applications, do not send last name if the entity type is "O". For 601 and 603 applications, required if entity type is "L", "R" or "E" and entity is an individual. Do not send last name is the entity type is "L", "R" or "E" and the entity is not an individual. For 603 applications where the entity type is CL, CR, or CE, either (the individual last name and attention line) or (the individual last name and the company name) is required.	Main Form 601 box 16, 30 Main Form 603 box 19, 31, 44, 55, 68, 82 Main Form 605 box 11
"EN"	12	Suffix	char(3)	Send if available else send as null. Do not send MI if entity type is "O".	Main Form 601 box 16, 30 Main Form 603 box 19, 31, 44, 55, 68, 82 Main Form 605 box 11
"EN"	13	Phone	char(10)	Required if entity type is "L", "R", "E", "CL", "CR" or "CE". Do not send Phone if entity type is "O".	Main Form 601 box 24, 38 Main Form 603 box 27, 39, 52, 63, 78, 90 Main Form 605 box 20

"EN"	14	Fax	char(10)	Send if available, else send as null. Do not send Fax if entity type is "O".	Main Form 601 box 25, 39 Main Form 603 box 28, 40, 53, 64, 79, 91 Main Form 605 box 21
"EN"	15	Email	varchar(50)	Optional. Do not send Email if entity type is "O".	Main Form 601 box 26, 40 Main Form 603 box 29, 41, 54, 65, 80, 92 Main Form 605 box 22
"EN"	16	Street Address	varchar(60)	Required if PO Box is null. Do not send Street Address if entity type is "O".	Main Form 601 box 20, 34 Main Form 603 box 23, 35, 48, 59, 74, 86 Main Form 605 box 15
"EN"	17	City	varchar(20)	Required if application purpose is NE or data is missing in the license record. Required if entity type is "L", "R", "E", "CL", "CR" or "CE". Do not send City if entity type is "O".	Main Form 601 box 21, 35 Main Form 603 box 24, 36, 49, 60, 75, 87 Main Form 605 box 16
"EN"	18	State	char(2)	Required if application purpose is NE or data is missing in the license record. Required if entity type is "L", "R", "E", "CL", "CR" or "CE". Do not send City if entity type is "O".	Main Form 601 box 22, 36 Main Form 603 box 25, 37, 50, 61, 76, 88 Main Form 605 box 17
"EN"	19	Zip Code	char(9)	Required if application purpose is NE or data is missing in the license record. Required if entity type is "L", "R", "E", "CL", "CR" or "CE". Do not send City if entity type is "O".	Main Form 601 box 23, 37 Main Form 603 box 26, 38, 51, 62, 77, 89 Main Form 605 box 18

"EN"	20	PO Box	varchar(20)	Required if PO Box is null. Do not send Street Address if entity type is "O".	Main Form 601 box 19, 33 Main Form 603 box 22, 34, 48, 58, 73, 85 Main Form 605 box 14
"EN"	21	Attention Line	varchar(35)	Optional for 601 applications (entity type = L). For 601 applications where entity type = CL, when contact name is entered, then attention to is not required. If contact name is not present, then contact company name and attnetion are required. If contact comapny name is entered, then either contact name or attention to is required. Required for 603 applications where entity type = L, R, E. For 603 applications where entity type = CL, CR, or CE, either (individual name and attention line) or (the individual name and hte company name) is required. Do not send Attention Line if entity type id "O".	57, 70, 84 Main Form 605 box 13
"EN" "EN"	22 23	SGIN FCC Registration Number (FRN)	char(3) numeric(10,0)	Send as null The FCC Registration Number is required for entity type codes of "L", "R", "E" and "O". Note: EBF does not validate the FRN for the entity types CL, CR, & CE. So, FRN can be null for entity types CL, CR, & CE.	Main Form 601 box 10, Main Form 603 box 18, 43, 67 and 71 Main Form 605 box 9

"EN"	24	Applicant Type Code	char(1)	Replaces HD12. Send valid applicant type. Refer to the form and the instructions or to the ULS Code Definitions file for valid applicant type codes.	Form 601 box 14 Main Form 603 box 17, 42, 66 Main Form 605 box 10
"EN"	25	Applicant Type Code Other	char(40)	Required for applications where applicant type code (EN24) = Other.	Main Form 603 box 17, 42, 66 Main Form 601 box 14
"EN"	26	Status Code	char(1)	Send as null	
"EN"	27	Status Date	datetime	Send as null	

### **Example:**

AD||||RO||||||||||||||

# Radio Service Codes Subject to Renewal Reform Requirements

	Site Based			***Special Temporary Assignment (STA) applications are exempt from	<u>Geographic</u>			
AB	GJ	PE	YΒ	Renewal Reform requirements***	AD	CN	MS	WU
ΑI	GL	QD	YG	<del>-</del>	AH	CP	PC	WX
AS	GM	QO	ΥI		AT	CW	QA	WY
CA	GO	QT	ΥJ		AW	CY	QQ	WZ
СВ	GR	RP	ΥK					
CD	GS	RS	YL		BA	CZ	TN	YC
CE	GU	TB	ΥM		BB	DV	TZ	YD
CF	GX	TI	YO		BC	ED	UU	ΥH
CG	IG	TP	YS		BR	GC	WP	ZV
CO	IK	TS	YU		CJ	LD	WS	
					CL	LS	WT	
CR	LN	TT	ΥX					
CT	LW	WA						
GB	MG	WM						
GI	NC	WR						

MK\*\* "Site Based- APC Station Class Only \*\*all other MK station classes are excluded"

AF\*\* "Site based- FAA Station Class only \*\*all other AF Station Classes are excluded"

MC\*\* "Site Based- FC station Class Only \*\*all other MC station classes are excluded"