



APPLICATION FORM:

Authorization for the installing, maintaining and operating of a VSAT network.

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APPLICATION FORM:

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GENERAL INFORMATION

The application for the authorization for installing, maintaining and operating a VSAT network requires specific information to be submitted.

In this application form the required information has been specified in the following sections:

SECTION 1: Contact and business information about the applicant.

SECTION 2: Technical specifications regarding the VSAT.

SECTION 3: Economic aspects of application.

SECTION 4: Explanation per question.

ANNEXES

ANNEX 1: Business plan.

ANNEX 2: Statements to be submitted.

Please fill in the form in capital letters (block letters).

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SECTION 1: INFORMATION ABOUT THE APPLICANT

Contact information and personal data

1.1. What is the legal (business) form of the applicant for authorization?

(See page 10 for explanation). (Check the box that is applicable).

• Sole proprietor	<input type="checkbox"/>	Move on to question 1.2.a.
• General, Professional or Limited Partnership	<input type="checkbox"/>	Move on to question 1.2.b.
• LLC, PLC, Foundation, Association, Cooperative Company	<input type="checkbox"/>	Move on to question 1.2.b.
• Public corporation	<input type="checkbox"/>	Move on to question 1.2.b.

1.2.a. Sole proprietor. (See page 10 for explanation).

• Name	:						
• Address	:						
• Date of birth	:		Place:		Identity no.	:	
• Telephone no.:			Fax no.:				
• E-mail	:						

To be completed by the applicant for authorization.

Signature:		Place:		Date:	
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Business information

1.2.b. Data per legal (business) form. (See page 10 for explanation).

- What is the legal (business) form of the company or organization?

 *

- Name of the company or organization as registered with the Chamber of Commerce and Industry:

 *

- Trading name of the company or organization (if applicable):

 *

- Name of the department :

 **

- Address :

- Name of the contact person:

Position:

- Telephone no.:

Fax no. :

- E-mail :

* This part must only be completed if any of the following legal (business) forms are applicable: LLC, PLC, Association, Foundation, Cooperative Company, General Partnership, Professional Partnership, Limited Partnership

** This section must be completed only by a public corporation.

To be completed by the applicant for authorization.

Signature:

Place:

Date:

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SECTION 2: TECHNICAL SPECIFICATIONS

Information regarding the VSAT network

2.1. Network service provider. (See page 10 for explanation).

• Name of the company or organization	:		
• Address of the company or organization	:		
• Location of the hub	:		
• Name of the contact person	:		
• Telephone no.:		Fax no. :	
• E-mail	:		

2.2. General information regarding the VSAT. (See page 10 for explanation).

• Address where the VSAT is to be installed (location):

2.3. Geographical coordinates of the VSAT. (See page 10 for explanation).

Longitude				Latitude			
Degrees	Minutes	Seconds		Degrees	Minutes	Seconds	

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2.4. Specify if it is a fixed VSAT system or a mobile VSAT system.

(See page 10 for explanation).

2.5. For which purpose is the mobile VSAT used and on which location?

(See page 10 for explanation).

- Address where the VSAT is to be installed (location):

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2.6. Technical information regarding the VSAT. (See page 10 for explanation).

Manufacturer:		Transmitting/ Receiving speed:	Kb/s
Serial number*:		Max. carrier EIRP:	dBW
Diameter:	m.	Max. carrier EIRP density:	dBW/Hz
Polarization:		Emission designator:	

What is the connection possibility of the VSAT:

- Transmit/Receive: ☐ • Receive only: ☐ • Transmit only: ☐

Used frequency band:

- C-Band: ☐ (4/6 GHz) • Ku-Band: ☐ (12/14 GHz) • Ka-Band: ☐ (17/30 GHz)

- Other, specify

Transmitting	Upper limit:	MHz	Receiving	Upper limit:	MHz
	Lower limit:	MHz		Lower limit:	MHz
Antenna Gain	Transmit:	dBi	at		GHz
	Receive:	dBi	at		GHz
Submit radiation pattern diagram					
Antenna opening angle					
System noise temperature					

- Channel used: ☐ • Dedicated: ☐ • On demand: ☐

* To be completed at a later stage.

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2.7. Information regarding the satellite. (See page 10 for explanation).

• Name	:	<input type="text"/>
• Location (orbital position)	:	<input type="text"/>
• Footprint	:	<input type="text"/>

2.8. Equipment to be used. (See page 10 for explanation).

1. Brand name of equipment to be used.

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

2. Folders with technical specifications of the equipment to be used, constituting part of the VSAT installation.

<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>

3. Technical description of the project (to be submitted).

4. Is this a private or public network?

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SECTION 3: ECONOMIC ASPECTS

3.1 Economic aspects of the project

Economic aspects. (See page 11 for explanation).

A. Business plan (to be submitted).

B. A letter of guarantee issued by a Bank or Financier of the project.

3.2 Services

Indicate what type of services are provided. (See page 11 for explanation).

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SECTION 4: EQUIPMENT REGISTRATION LIST

Explanation per question

- 1.1. Legal (business) form of the authorization applicant.
- 1.2. Information regarding the authorization/license applicant. The answer(s) to this question depend(s) on the legal (business) form of the applicant.
- 2.1. Information regarding the company that is managing the VSAT network of which your VSAT forms part.
- 2.2. Address where your VSAT is installed.
- 2.3. Geographical coordinates indicating the location of the VSAT.
- 2.4. Indicate if the VSAT is installed at a fixed station or if the VSAT is mobile.
- 2.5. Specify for which purpose the mobile VSAT is used as well as the location where it used.
- 2.6. Technical information regarding the VSAT.
- 2.7. General information regarding the satellite.
- 2.8. Trademark of the equipment constituting part of the VSAT installation.

A folder with technical specifications for each part must be submitted to Bureau Telecommunicatie en Post.

- a. You must submit a technical description of the project, indicating what type of services you intend to provide VSAT will be part of a private network or public network.
- b. In addition, you must hand in a diagrammatical representation of the VSAT installation.
- c. Indicate how you intend to guarantee the technical quality of the installation.

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- 3.1. The business plan must contain a clear description of how you intend to guarantee the continuity and the quality of the services to be provided.
The letter of guarantee must state the cost involved for setting up the project will be fully covered.
- 3.2. Describe the services that are provided through the VSAT.

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ANNEXES

ANNEX 1: Business plan

ANNEX 2: Statements to be submitted

ANNEX 1: BUSINESS PLAN

In the business plan forecasts are made concerning the proceeds/revenues, expenditure/costs and the financing of the applicant. This business plan is tested against the reasonability of the market forecasts, the profit potential displayed and the possibilities available to the applicant to dispose of sufficient cash means to finance the plan, at the initial investment, as well as during the further course of the enterprise. Herewith the year zero (0) is the year prior to the one in which the system goes operational, thus for the first streams of income. You are herewith requested to expound the business model first.

Part 1: Proceeds/income

In this first part a scope and specification of the market is given. Regarding the entire Curaçao market, as well as the portion of the market that the applicant intends to serve.

Market forecast total market

In the market forecast, the sales of each service must be reflected in physical units. For the entire market potential, as well as for the market already developed (by other parties).

Table 1: Total VSAT market in units. (Number as per the end of the year).

	Year 1	Year 2	Year 3	Year 4	Year 5
Number of potential private users of data communication					
Number of potential business users of data communication					
Number of actual private users of data communication					
Number of actual business users of data communication					

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Market forecast applicant

In the market forecast, the sales of each service must be reflected in physical units. The forecast in units, as well as the forecast in money must be substantiated with a specification as to the offered service level (for example speed) and price of the package.

Table 2: Market for applicant in units. (Number as per the end of the year).

	Year 1	Year 2	Year 3	Year 4	Year 5
Number of private users of data communication					
Number of business users of data communication					
Other (specify):					

Table 3: Market for applicant in money. (Turnover per year in NAF. 1000).

	Year 1	Year 2	Year 3	Year 4	Year 5
Private users of data communication					
Business users of data communication					
Other (specify):					
TOTAL A					

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Part 2: Expenditure/costs

In this second part a specification of the investments and the costs are required.

Investment planning in numbers

The means planned for the project must be reflected in accordance with the schedule below, first in numbers, then financially.

Table 4: Required investments in numbers.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Technical investments:						
Civil investments:						
Other (specify):						

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Investment planning financially

The planned investments must be translated into money for each year, starting from the present prices as listed in the price quotation of a supplier. The format is reflected in the table below.

Table 5: Investments cost per unit in NAF. 1000.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Technical investments:						
Civil investments:						
Other (specify):						

The investments per unit must be substantiated by means of prices as listed in the price quotation of a supplier.

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Table 6: Investments cost total in NAF. 1000.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Technical investments:						
Civil investments:						
Other (specify):						
TOTAL B						

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Operational costs

The operational costs are sub-divided into the costs of the network, the staff costs and the remaining costs.

Table 7: Operational network- and service costs in NAF. 1000 per year.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
TOTAL C						

Staff costs

The staff costs have to be specified according to the number of employees and the cost per employee.

Table 8: Staff costs in NAF. 1000 per year.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Number of persons average per year						
Expenditure per year per employee						
TOTAL D						

The envisioned organization must also be reflected in an organization chart. The organization chart must be submitted in a separate annex.

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Other operational costs

Apart from the costs for network and staff there are other costs. These are inserted in the following table with other operational costs.

Table 9: Other operational costs in NAF. 1000 per year.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Costs for regulating						
TOTAL E						

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Profit and loss account and cash flow

The profit and loss account and the cash flow must be presented according to the format below.

Table 10: Profit and loss account and cash flow overview in NAF. 1000 per year.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Sales (TOTAL A)						
Network services costs (TOTAL C)						
Cost of staff (TOTAL D)						
Other costs (TOTAL E)						
EBITDA						
Write-offs and amortiza- tion						
Interest						
EBT						
Taxes						
Net income						
Write-offs and amortiza- tion						
CASH FLOW (TOTAL F)						

Whereby the sub-totals are defined as follows:

- EBITDA is the income before write-offs, amortization, interest and taxes;
- EBT is the income before taxes;
- Cash flow (Total F) is the net income increased with the write-offs and amortization.

In order to clarify the cash flow calculation the item “write-offs and amortization” appears a second time in the penultimate line.

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Balance sheet

The balance sheet must provide at least the following information concerning the assets and liabilities indicated below.

Table 11: Balance sheet as per the end of the year in NAF. 1000.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Gross Assets						
Material assets network						
Other material assets						
Total material assets						
Floating assets						
TOTAL						
Equity Capital						
Equity capital						
Retained profits						
Loans						
Short term obligations						
TOTAL						

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Financial plan

The sources of financing, borrowed capital (loans) and equity capital (capital injections and –withdrawals, influx of cash flow) must be indicated according to the schedule below.

Table 12: Financial plan per the end of the year, in NAF. 1000.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Project Cash Outflow						
Investments (Total B)						
Payments of loans						
Capital withdrawal by owner						
Total cash outflow (1)						
Sources						
Influx of cash (Total F)						
Capital increase own funds						
Bank loan						
Total influx of cash (2)						
End year balance						
Total Balance						

Table 13: Requirements of working capital.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Working capital						

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Written statements

Financial guarantee

It is important that the investment sources shall be sustained by a written statement of the entity in charge of financing, such as the holding company, a bank, the supplier in the event of a credit arrangement with a supplier etc. etc.

In the event of financing by a holding company, or own company, the approved and adopted annual accounts - profit and loss, cash flow and balance - of the past two years should be attached.

In case funds are not supplied by banks, then certified annual accounts of the financing institution of the past two years must be attached.

Price quotation

The purchase prices of the planned investments must be substantiated by way of a price quotation in a pro forma invoice.

Organization chart

The envisioned organization (of Staff) has to be reflected in an organization chart.

ANNEX 2: STATEMENTS TO BE SUBMITTED

The required statements to be submitted with the application vary with the legal (business) form of the applicant.

Table 1.1 on page 23 provides an overview of the different legal (business) forms and which statements and documents are required per type. The checked boxes per legal (business) form in this table are leading in this regard.

A checked box indicates that the statement or document must always be submitted.

Table 1.1 includes only the required statements and documents in case of exploitation of a service. If only private use is applicable (construction and maintenance) a business plan is not required.

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Table 1.1 Overview of statements to be submitted per legal (business) form.

Certificates to be submitted	Sole Proprietor	General Partnership, Professional Partnership or Limited Partnership	LLC, PLC, Foundation**, Association**, Cooperative Company	Public corporation
Constituent act*				✓
Original excerpt of registration at the Chamber of Commerce and Industry (not older than 3 months)	✓	✓	✓	
Copy of the articles of incorporation of the organization		✓	✓	
Copy of the business license of the corporation issued by the country of Curaçao		✓	✓	
Copy of the shareholders' register of the company		✓	✓	
Original certificate of good conduct of the Directors (not older than 3 months)	✓	✓	✓	
Financial guarantees in connection with financing	✓	✓	✓	
Business plan*	✓	✓	✓	✓
Technical description of the project	✓	✓	✓	✓
Graphic and Geographic location of the network configuration / installation	✓	✓	✓	✓
Folders with technical information regarding the equipment	✓	✓	✓	✓

* If only private use is applicable a business plan and a constituent act are not required. All other statements and documents are mandatory.

** A Foundation or Association does not require a business license to be submitted. In the case of an LLC or PLC or Cooperative Company a business license is mandatory.