



RETRANSMISSION AUTHORIZATION FORM



SECTION 1: Requesting Party Information

I hereby request retransmit authorization via BDA, Emergency Responder Radio Coverage System for in-building public safety radio system coverage, according to the information below:

Requestor Name: _____

Phone Number: _____

Requestor Email: _____

Submittal Date: _____

SECTION 2: Information to be provided by Building Owner or Designee

1. Building Owner Name: _____

2. Building Owner Phone: _____

3. Name of Building: _____

4. Building Address: _____

5. Building Contact Name: _____

6. Contact Phone: _____

7. Contact Email: _____

8. Emergency Contact Name: _____

9. Emergency Contact Phone (24h): _____

10. Location of equipment in building (Floor & Room): _____

11. Designed By: _____

PE or GROL Number (required): _____

****Copies will be forwarded to the Loveland Police Department****

12. Installed By: _____
13. Tested By: _____
14. BDA mfgr/model: _____
15. Antenna type/mfgr/model: _____
16. Antenna gain (dBd): _____
17. ERP to donor side (dBm): _____
18. Antenna coordinates (NAD83): _____
19. Antenna height above ground (feet): _____
20. Antenna height above sea level (amsl): _____
21. Projected signal level at donor site (-dBm): _____
22. Date to be commissioned (first turned on): _____
23. Broadband Channelized: _____
24. How many channels: _____
25. Antenna Azimuth (degrees true): _____
26. Licensed call letters to be rebroadcast: _____

SECTION 3: Request for Authorization Process

1. Completed forms should be emailed to Loveland Fire Rescue Authority's Community Safety Division (CSD) at Eplan-Fire@LFRA.org
2. CSD will review the request and either approve or disapprove the BDA request.
3. CSD will send an approved and executed Retransmission Authorization Form back to the applicant. If disapproved, a reason will also be provided.

****Copies will be forwarded to the Loveland Police Department****

4. Upon completion, Class B BDAs must be registered with the FCC and the registration number forwarded to Eplan-Fire@LFRA.org

NOTE REGARDING INITIAL ACTIVATION OF BDA SYSTEMS

Coordination with the Loveland Fire Rescue Authority and Loveland Police Department is required before a new BDA system is turned on for the first time. Customers are asked to email Eplan-Fire@LFRA.org **at least one week prior** to initial system activation in order to coordinate this activity.

If at any time during or after installation, the BDA system negatively impacts the Public Safety radio network, the building owner will be required to immediately turn off the malfunctioning BDA system until correct functioning is restored. For ALL BDA's that are connected to this Public Safety Radio Network, Fire Code Officials are not permitted to waive the hardening requirements and the battery backup requirements of the standard.

SECTION 4: Signatures

A copy of this signed authorization will be kept on file with the Loveland Fire Rescue Authority (410 E 5th St., Loveland, CO 80537) and the Loveland Police Department (810 E 10th St., Loveland, CO 80537).

The parties have signed below as evidence of their agreement with the terms of this authorization:

Requestor Name: _____

Requester Title: _____

Requestor Signature: _____

Date: _____

****Copies will be forwarded to the Loveland Police Department****

Loveland Police Department Use Only

Approved: YES _____ NO _____

Approving Authority Name: _____

Approving Authority Title: _____

Approving Authority Signature: _____