

## Attachment E

### INSTRUCTIONS FOR USING ULS TO ASSOCIATE CALL SIGNS WITH AN FRN

The following are instructions for using the Universal Licensing System (ULS) to register call signs with the FCC. To perform this procedure, you must first reach ULS through the Internet (<http://wireless.fcc.gov/uls/>) or through a direct dial-up connection. (**Attachment F** describes how to establish a direct connection to the FCC Network using Windows Dial-Up Networking.)

You may use Netscape Communicator (v. 4.5, 4.51, 4.61, 4.7x) or Internet Explorer (v. 5.5 or later) web browser software to electronically register and file FCC Form 601 through ULS. You can download Netscape Communicator or Internet Explorer free of charge through an Internet connection. The Netscape download site is <http://home.netscape.com/download/archive.html>, and Internet Explorer can be found at <http://www.microsoft.com/windows/ie/downloads/default.asp>.

For instructions on filing FCC Form 601, see **Attachment D**.

#### Conventions

The instructions in this attachment use the following typographical conventions:

**bold** Represents graphical buttons on the screen that you click with the mouse pointer, (e.g., **Cancel** button, **Auctions** link, **Save** option in the File menu).

*italic* Represents field names or areas of a screen (e.g., *Licensee Name* field, *Applicant Information* area of a screen).

***bold italic*** Represents characters that you must type exactly as they appear in the instructions. For example, if you are instructed to type ***http://wireless.fcc.gov*** you should type all of the characters shown in bold italic exactly as they are printed.

SMALL CAPS Represents keys on the keyboard (e.g., ENTER, CTRL, ESC).

## Registering Call Signs in ULS

If you wish to register existing ULS call signs with your FRN before filing your 601, follow the instructions below.

1. Access the ULS home page by typing *http://wireless.fcc.gov/uls/* in the location field of your web browser, and pressing the ENTER key. (You may also establish a direct dial-up connection to ULS by using Dial-Up Networking in Windows. See **Attachment F** for complete instructions.)
2. Click the **CORES/Call Sign** button.
3. Click the radio button to the left of “Update Call Sign/ASR Information.” Then click the **Continue** button.
4. Enter your FRN and CORES password, and click **Continue**.
5. Follow the instructions on the screen to select a call sign entry method. Note: You must use the **Upload Call Signs** option if you have **more than 100 call signs**.

Click the **Help** button for additional call sign entry instructions.

6. A screen appears requesting you to identify the call signs (if any) to be associated with your FRN. Even though you already have licenses issued by the FCC Wireless Telecommunications Bureau, you must identify to ULS the call signs that are to be associated with your FRN. After entering your call signs, click the **Submit** button.
7. When your registration has been successfully submitted to the FCC, a confirmation message screen appears: “Your Call Sign/ASR Information Has Been Updated.”

**Important:** Your call signs have not been successfully submitted to ULS unless this confirmation screen appears.

8. From the confirmation screen, click the **Home** button to return to the ULS home page, or the **Registration Menu** button to register more FRNs or call signs.

**Note:** *If the applicant is owned by a Real Party in Interest, the FRN of that entity must also have been registered with the FCC.*

For instructions on filing FCC Form 601, see **Attachment D**.

### **Technical Support**

For technical assistance with installing or using FCC software, contact the FCC Technical Support Hotline at (202) 414-1250 (voice) or (202) 414-1255 (TTY). The FCC Technical Support Hotline is available Monday through Friday from 8 a.m. to 6 p.m. Eastern Time. There are no weekend hours and the hotline is closed all Federal holidays. To provide quality service and ensure security, all calls to the FCC Technical Support Hotline are recorded.