

The applicant must submit this **Checklist on the Submission Requirements for a Service Provider for the Telecommunications Industry (SeTi) Licence** with complete application document to the following address:

APPLICATION FOR SERVICE PROVIDER FOR THE TELECOMMUNICATION INDUSTRY (SeTi) LICENCE

Chief Executive

Authority for Info-communications Technology Industry of Brunei Darussalam (AITI)

Block B14, Simpang 32-5, Kg. Anggerek Desa, Jalan Berakas, Bandar Seri Begawan, BB3713, Negara Brunei Darussalam.

(Attention: Licensing Unit)

Note: Where applicable, the applicant is required to obtain the necessary licence(s) and/or approval(s) as below:

LICENCE/APPROVAL	ACTIVITY	CONTACT POINT	CONTACT INFORMATION
Dealer Telecommunication Licence	Resale of Telecommunication and Radiocommunication Equipment	AITI Online Services	Text message via WhatsApp application at +673 863 5298
Dealer Type Approval and Import Permit	Approval and importation of Telecommunication and Radiocommunication equipment prior to selling the equipment		Or via email at helpdesk@aiti.gov.bn
Station Licence	For owning and operating of radiocommunications equipment	Frequency Assignment and Station Licence	Email at frequency.assignment@aiti.gov.bn

ITEM	REQUIREMENTS FOR A COMPLETE InTi LICENCE APPLICATION		SUBMISSION (Please Tick)
1	Complete <i>Service Provider for the Telecommunication Industry (SeTi) Licence Application Submission Checklist</i>		
2	Licence Application Fee Payment Method	a. Direct deposit into AITI's bank account b. Transfer into AITI's bank account.	
3	Business Registration Information		
	Corporate Entities (Sendirian Berhad, Berhad, Private Limited or Limited)	i. Signed clear copy of Identity Cards for all Directors ii. Copy of <i>Form X</i> iii. Copy of <i>Certificate of Incorporation</i> iv. Copy of <i>Memorandum and Articles of Association</i> v. Copy of Audited/Management Accounts for the past three (3) years vi. Copy of recent <i>Annual Return</i> filed at <i>Companies Registry</i>	
4	Licence Categories Applied For	Please identify the appropriate licence category: <input type="checkbox"/> Public Mobile Telecommunication Service <input type="checkbox"/> Public Non-Fixed Telecommunication Service <input type="checkbox"/> Resale of Telecommunication Service <input type="checkbox"/> Internet Access Service <input type="checkbox"/> Bandwidth Exchange Service <input type="checkbox"/> Private Network Service <input type="checkbox"/> Public Payphone Service <input type="checkbox"/> Prepaid Telecommunication Service <input type="checkbox"/> Value-Added Service Note: For more information on the licence category, you may refer to Section 4 of <i>Guidelines for Application of Service Provider for the Telecommunication Industry (SETI) Licence</i> .	

5	Complete Required Information (In reporting format) – Refer to “Appendix A (II): Information Requirements for an SeTi Licence Application” for further details		
	1	Vision	
	2	Organisational Structure	
	3	Financial Capability and Strength	
	4	Description of Operations and Services	
	5	Description of Mechanism for Subscriber to Access Services	
	6	System Configuration Information	
	7	Partners in Providing Services	
	8	Capability Description	
	9	Quality of Service	
	10	Customer Support	
	11	Resource Limitation and Physical Constraint	
	12	Other Information	
6	Complete tariffs (price and non-price) filing information for each of the service the applicant intends to offer. Information to be included in the tariff filing:		
	a.	Fully and clearly describe the service	
	b.	Contain a clear statement of the prices, terms and conditions (including any eligibility requirements)	
	c.	List any discounts or special considerations that the applicant will offer and the requirements that must be satisfied (such as minimum volume or term requirements) to obtain those discounts	
	d.	List the minimum period of time during which the service will be available and the minimum period of time, if any, during which the applicant will not increase the filed rates	
	e.	Any other information	
7	Any Joint Venture, Contract or Arrangement with a Third Party		
	a.	Partnership Agreement	
	b.	Access and Interconnection Agreement	
8	Network or Service Architecture Diagram(s)		
9	One (1) hardcopy of the Licence Application		
10	One (1) softcopy of the licence application documentation in non-editable format submitted via email and/or thumb drive only.		

APPLICANT'S INFORMATION

Applicant (Company Name)			
Name of Authorised Representative of Applicant			
Contact Information	Office		Mobile Phone
	Email		

DECLARATION: We declare that the information submitted for this licence application is true, accurate and complete.

Name and signature of Authorised Representative of Applicant, and Company Stamp	
Submission Date	

FOR AITI OFFICE ONLY

Application Reference

L U / SeTi-App / ☐ New / ☐ Renew -

Received by / Date / Time