

**SALEM COMMUNITY EMERGENCY  
RESPONSE TEAM (C.E.R.T.)**



## **General Mobile Radio Service (GMRS) Filing Instructions**

An FCC license is required to operate GMRS system. Licenses are issued for a ten-year term and can be renewed between 90 days prior to the expiration date and up to the actual expiration date of the license. After a license expires, an individual must request a new GMRS license. The cost of a new license is \$35. Now, before you complain, it used to be \$80.

A GMRS system licensed to a non-individual prior to July 31, 1987 is also eligible for renewal, but the licensee may not make any major modification to the system.

You may apply for a GMRS license if you are 18 years or older and not a representative of a foreign government. If you receive a license, any family member, regardless of age, can operate GMRS stations and units within the licensed system.

Per Public Notice DA 15-72, the FCC no longer mails license authorizations. If you provide an email address on your application, an official copy of your license will be automatically emailed to you after the application has been granted.

Steps to Filing an application for a new GMRS Station license in the Universal Licensing System (ULS):

1. Go to [ULS License Manager](#) and log in with your FCC Registration Number (FRN) and password. After entering your password, proceed to Step 2 below to begin filing the application.

If you do not have an FRN, you can register for one here: [FCC Registration System](#) or by clicking the "Register with the FCC" link under the Submit button on the Log In page.

NOTE: You will be prompted to register and verify a username account prior to obtaining your FRN.

If you do not know your FRN, you can search for it by entering your call sign here:

[ULS License Search](#) or by clicking the "Check your licenses" link under the submit button on the Log In page.

If you do not know the password:

- Click on the Contact Tech Support link under the Submit button on the Log In page.
- On the next page, click the link and follow the prompts for resetting the password.
- After receiving confirmation of a successful password reset, click the link for Universal Licensing System (DO NOT click the CORES Public Interface link.)
- Click the yellow ULS License Manager button to return to the Log In page.
- Enter the FRN and password and click the Submit button.

2. On the left side of the page, click the Apply for a New License link.

**FCC** Federal Communications Commission

**License Manager**

FCC > Wireless > Licensing > Online Systems > License Manager

### Log In

Log in to the License Manager to view and manage your licenses and applications, apply for a new license, and perform other license and application management tasks based on your FCC Registration Number (FRN). 10-digit FRN is required.

**PLEASE NOTE:** Per Public Notice [DA 15-72](#), the FCC no longer mails license authorizations. If you provide an email address on your application, an official copy of your license will be automatically emailed to you after the application has granted.

FCC Registration Number

Password

▶ [Forgot your password? Contact Tech Support](#)

▶ [Need an FRN? Register with the FCC](#)

▶ [Not sure if you have an FRN? Check your licenses to determine if they've been assigned an FRN](#)

▶ [Are you a certified Land Mobile frequency coordinator? Log in using your coordinator login and password](#)

▶ [Are you narrowbanding a Land Mobile license? Log in using your access code](#)

**About the FCC Registration Number (FRN)**

An FRN is a 10-digit number that is assigned to a business or individual registering with the FCC. This unique FRN is used to identify the registrant's business dealings with the FCC. The FCC will use the FRN to determine if all of a registrant's fees have been paid. You are encouraged to register with the Commission as soon as you expect to do business with the FCC. This way, you will be ready to access any of the electronic licensing systems without having to go through the registration process at the time you submit an application.

For more information, see [Public Notice DA 01-2452](#).

3. Choose “ZA – General Mobile Radio Service (GMRS)” from the radio service drop down list. Easy to find as it is at the end of the list.

4. Click Continue to navigate through the application.

5. On the Summary page, review your application and click the Continue to Certify button to continue.

6. On the Certification page, sign your application by typing your name in the boxes provided and click the Submit button. (The Title box is optional.)

7. ULS will calculate the fees. Fees for online filing MUST be received within 10 calendar days of the filing.

8. Click the Continue for Payment Options button to choose the method of payment.

Further information can be found on [General Mobile Radio Service \(GMRS\) on the FCC website](#).

The GMRS license rules are found in Part 95, Subpart A of the Code of Federal Regulations. The rules are available at the [Electronic Code of Federal Regulations website](#).