City of Phoenix

APPLICATION FOR CABLE TELEVISION LICENSE

Applicants should read Chapter 5 of the Phoenix City Code in its entirety and review the city's Cable Television License Application/Renewal Guide before filling out this application. The steps applicants must take in order to obtain a license and approval timeframes are outlined in the Guide.

Please complete this form and return, with all additional information requested, along with application fee if applicable, to:

Information Technology Services 6th Floor
251 West Washington
Phoenix, AZ 85003
Attn: Management Services Administrator

Date: _____

Request for: Initial License ☐ Renewal of Existing License ☐

Name of Applicant (Company): _____ *(as to appear on License)*

Company Address: _____

_____

Company Representative / Title**:** _____

Phone: _____ FAX: _____ E-mail: _____

Cable Television License Application Fee:

- **Initial License** **$10,000 (payable to: City of Phoenix)**
- **Renewal of Existing License** **No Fee**

An application for an <u>initial license</u> must also include the following as attachments:

(1) A detailed statement of the corporation or business entity organization of the applicant, including but not limited to, the following and to whatever extent required by the City:

a. The names, residence and business addresses of all officers, and directors of the applicant;

b. The names, residence and business addresses of all officers, persons and entities having a one percent or larger share of the ownership of the applicant and the respective ownership share of each such person or entity;

c. The names and addresses of any parent or subsidiary of the applicant, namely, any other business entity owning or controlling applicant in whole or in part or owned or controlled in whole or in part by the applicant, and a statement describing the nature of any such parent or subsidiary business entity, including but not limited to cable systems owned or controlled by the applicant, its parent and subsidiary and the areas served thereby;

d. A detailed and complete financial statement of the applicant certified by an independent certified public accountant, for the fiscal year next preceding the date of the application hereunder, and a letter or other acceptable evidence in writing from a recognized lending institution or funding source, addressed to both the applicant and City setting forth the basis for a study performed by such lending institution or funding source, and a clear statement of its intent as a lending institution or funding source to provide whatever capital shall be required by the applicant to construct and operate the proposed cable system in the City, or a statement from an independent certified public accountant, certifying that the applicant has available sufficient free, net and uncommitted cash resources to construct and operate the proposed cable system in this City;

e. A detailed financial plan (pro forma) describing for each year of the initial license, projected number of subscribers, rates, all revenues, operating expenses, capital expenditures, depreciation schedules, income statements and a sources and uses of funds statement. All information is to be presented in the format required by the City; and

f. A statement identifying, by place and date, any other cable system license(s) awarded to the applicant, its parent or subsidiary; the status of said license(s) with respect to completion thereof; the total cost of completion of such licensed cable system(s); and the amount of applicant's and its partner's or subsidiary's resources committed to the completion thereof.

(2) A detailed description of the proposed plan of operation of the applicant which shall include, but not be limited to, the following:

a. A detailed map indicating all areas proposed to be served, and a proposed time schedule for the installation of all equipment necessary to become operational throughout the entire area to be serviced;

b. A statement or schedule setting forth all proposed classifications of rates and charges to be made against subscribers and all rates and charges as to each of said classifications, including installation charges and cable service charges;

c. A detailed, informative, and referenced statement describing the actual equipment and operational standards proposed by the applicant;

d. A copy of the form of any agreement, undertaking, or other instrument proposed to be entered into between the applicant and any subscriber; and

e. A detailed statement setting forth in its entirety any and all agreements and undertakings, whether formal or informal, written, oral, or implied, existing or proposed to exist between the applicant and any person, firm or corporation which materially relate or pertain to or depend upon the application and the granting of the license;

(3) A copy of any agreement covering the license area, if existing, between the applicant and the local telephone and/or electric utilities, providing for the use of any facilities of the utility including but not limited to poles, lines or conduits;

(4) The names, phone numbers, and e-mail addresses of contact persons for right of way permits/fees, privilege license taxes, and taxpayer identification number; and

(5) Any other details, statements, information or references pertinent to the subject matter of such application which shall be required or requested by the City, or by any other provision of law.

City of Phoenix Contact Information:

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251 West Washington
Phoenix, AZ 85003
(602) 262-4481
E-mail: cable.communications.city.of.phoenix@phoenix.gov