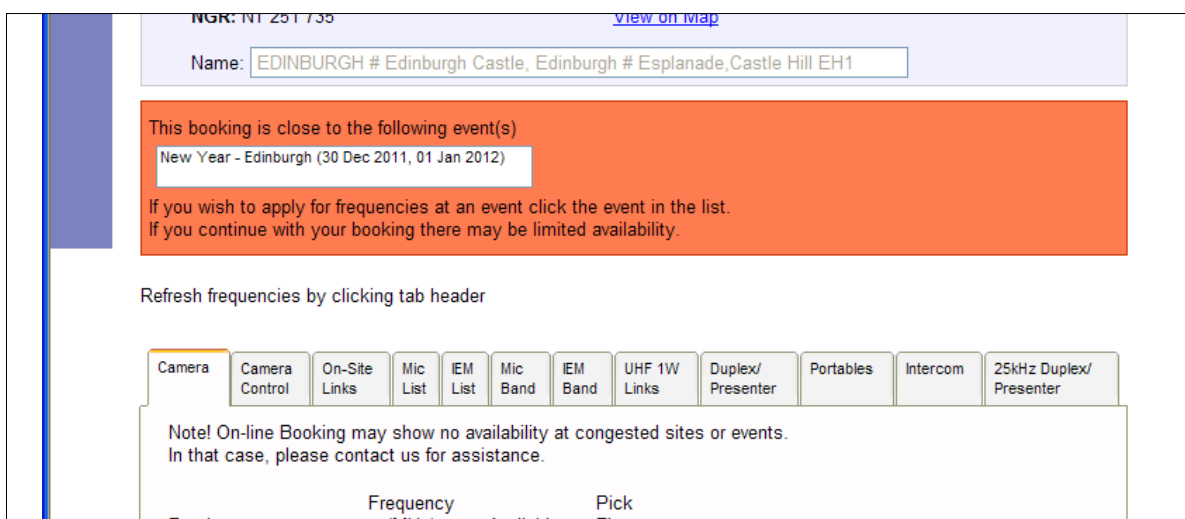


Online Application for a Major Event

Accessing the Major Event Application page

JFMG allocate certain events as Major Events, this means we don't take any online bookings and all applications are dealt with by our Spectrum Planners.

If you try to book online near or at a Major Event site you will encounter the following warning:

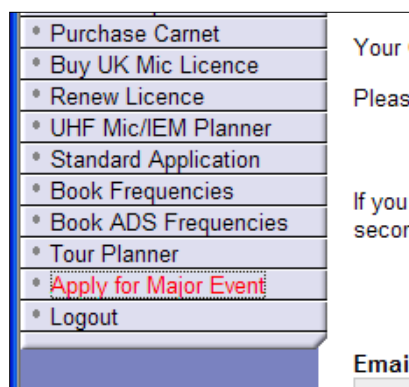


Warning box shown if you try to book online near a Major Event

If you continue to try and book online in the normal way you will find most frequencies are unavailable.

If you want to apply for the event click the link in the orange box.

Alternatively you can use the link on the home page:



Home page link to Apply for an Event



Selecting An Event

You will arrive at the Major Event Application page, first select the event you are applying for.

Then you may need to select a more accurate location within the event site – a ‘sub-site’

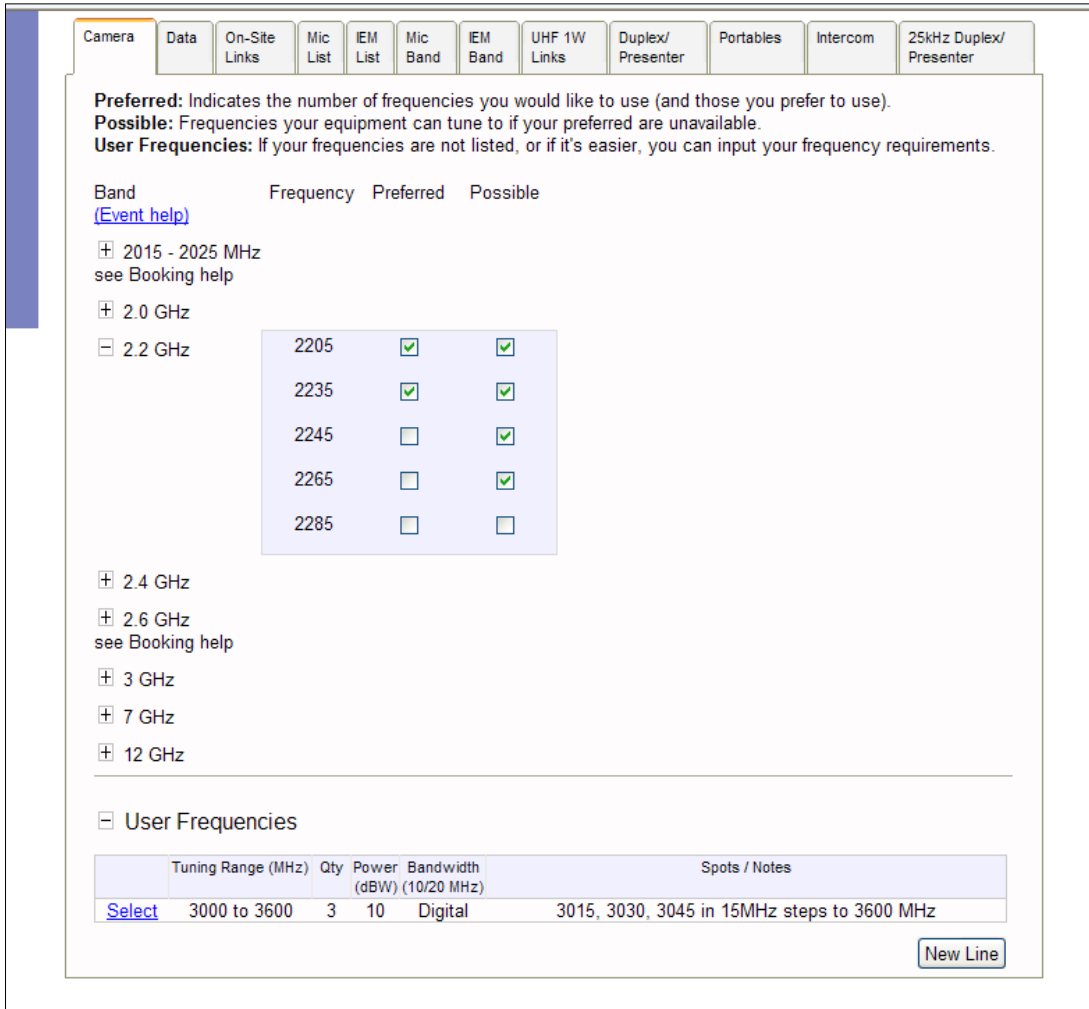
The Event Application Page. An event has been picked and the user is selecting a sub-site

We need to know exactly where your frequencies will be transmitted from at an event, you can apply for as many sub-sites as you wish on one application.

Build Your Application

You are then presented with the usual book online equipment tabs.

However, rather than the usual radio buttons and availability ticks and crosses there are Preferred and Possible check boxes.



Preferred: Indicates the number of frequencies you would like to use (and those you prefer to use).
Possible: Frequencies your equipment can tune to if your preferred are unavailable.
User Frequencies: If your frequencies are not listed, or if it's easier, you can input your frequency requirements.

Band	Frequency	Preferred	Possible
(Event help)			
<input checked="" type="checkbox"/> 2015 - 2025 MHz			
see Booking help			
<input checked="" type="checkbox"/> 2.0 GHz			
<input type="checkbox"/> 2.2 GHz	2205	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	2235	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	2245	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	2265	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	2285	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> 2.4 GHz			
<input checked="" type="checkbox"/> 2.6 GHz			
see Booking help			
<input checked="" type="checkbox"/> 3 GHz			
<input checked="" type="checkbox"/> 7 GHz			
<input checked="" type="checkbox"/> 12 GHz			
<hr/>			
<input type="checkbox"/> User Frequencies			
	Tuning Range (MHz)	Qty	Power Bandwidth Spots / Notes (dBW) (10/20 MHz)
Select	3000 to 3600	3	10 Digital 3015, 3030, 3045 in 15MHz steps to 3600 MHz
<input type="button" value="New Line"/>			

The Camera tab showing preferred and possible selections and user frequencies

Preferred frequencies are the ones you would like to use, the number of preferred frequencies checked also tells us the total number of frequencies you need at this site for this equipment type.

Possible frequencies tell us any alternatives you have in your kit if your preferred are unavailable.

In the above screenshot the user is applying for 2 x 2.2GHz camera link frequencies. They would prefer to use 2205 and 2235, but can also use 2245 and 2265 if need be.

If you have any unusual requirements, or simply find it easier, you can enter free text in the **User Frequencies** area at the bottom of the tab.



Review and Send

Once you have entered all of your requirements for each site click Review Application to view a summary.

Start: 30 Dec 2011, 00:00	Finish: 01 Jan 2012, 15:44	NGR: NT 251 735 External						
Location: EDINBURGH # Edinburgh Castle, Edinburgh # Esplanade, Castle Hill EH1								
Sub-Site: Castle								
Freq MHz	Equipment	BW	Power	Ch	Qty	Pref	Poss	£
2205	Camera	10M0	0dBW			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	72.00
2235	Camera	10M0	0dBW			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	72.00
2245	Camera	10M0	0dBW			<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2265	Camera	10M0	0dBW			<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3000 to 3600	Camera	Digital	10.0dBW		3			TBA
Start: 30 Dec 2011, 00:00	Finish: 01 Jan 2012, 15:44	NGR: NT 251 735 External						
Location: EDINBURGH # Edinburgh Castle, Edinburgh # Esplanade, Castle Hill EH1								
Sub-Site: Princes St								
Freq MHz	Equipment	BW	Power	Ch	Qty	Pref	Poss	£
455.00625 / 468.38125	Duplex	12k5	5W			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	68.00
455.03125 / 468.05625	Duplex	12k5	5W			<input type="checkbox"/>	<input checked="" type="checkbox"/>	
455.19375 / 468.01875	Duplex	12k5	5W			<input type="checkbox"/>	<input checked="" type="checkbox"/>	
455.23125	Presenter	12k5	5W			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	34.00
455.21875	Presenter	12k5	5W			<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Start: 30 Dec 2011, 00:00	Finish: 01 Jan 2012, 15:44	NGR: NT 251 735 External						
Location: EDINBURGH # Edinburgh Castle, Edinburgh # Esplanade, Castle Hill EH1								
Sub-Site: Broadcasters Area								
Freq MHz	Equipment	BW	Power	Ch	Qty	Pref	Poss	£
846.100 - 853.900	MicBand	8M0	10mW	68	3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	51.00
838.100 - 845.900	MicBand	8M0	10mW	67	3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Major Event Application Summary [\(help\)](#)

Show cost using:
 Tokens
 Card

An application summary showing frequency requirements at three sub-sites

The summary is split by sub-site, you can display the cost of your preferred frequencies in pounds or carnet tokens (we cannot give a price for User Frequencies).

Once your application is received the Event Coordinator can give you a more accurate costing.

From here you can Edit or Submit your application.



What Happens Next?

On submission you will receive an email with two attachments, an .XML and an .HTM file.

The .XML file contains your application data in a form useful for import to other programs.

The .HTM file is a copy of the application summary you can view in your browser.

The email is also confirmation that JFMG have received your application, the mail subject and file names include your JFMG reference number Jxxxxxx. Please quote this if you need to contact us regarding your application.

The Event Coordinator collects together all applications received for a Major Event and tries to allocate frequencies as close to your requirements as possible.

You should hear something within about a month of the event start. However, if you have any questions about your application, please get in touch.