



Request For a Concession for the Provision of a Media Service from Luxembourg



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Request for a Media Service transmitted*: ☐ by cable: (☐ TV / ☐ Radio)

☐ by satellite: (☐ TV / ☐ Radio)

An audio or audio-visual media service from Luxembourg must be licensed by the Luxembourg Government, after consultation of the Luxembourg Independent Media Authority (ALIA), in the form of a permit or “concession”. The service must at all times adhere to a set of rules and regulations (“cahier des charges”).

1. Information about the applicant

Fields marked * must be filled in

Surname, first name or
company name of the
applicant*:

Address of the
applicant / Address of
the corporate
headquarters*:

Phone:

Email:

Articles of
incorporation of the
company:
(or in draft form if not
yet available)

Include registration number (RCSL) or extract from the trade and companies register:



Shareholding

Surnames and first
names or company
names*:

Address/Corporate
Headquarters*:

Amount of holding*:

If the shareholders are companies, please indicate the name/corporate names and the amount held by any individuals or legal entities participating in the capital of the shareholder(s).

In the event of an amount held for the benefit of a third party, please provide the same information for the beneficiary (or beneficiaries).

Links to other broadcasting activities

- Does the applicant already hold a concession/permit issued by the Luxembourg authorities or a licence/authorisation issued by a foreign authority?*

☐ Yes ☐ No

- If yes, please provide details of the nature of the programs/services covered by this concession/permit/licence/authorisation.

- Is the applicant a shareholder in a company holding a concession/permit issued by the Luxembourg authorities or a licence/authorisation issued by a foreign authority?*

☐ Yes ☐ No

- If yes, please provide details of this company and the nature of the programs/services covered.

- Do the shareholders of the applicant hold a concession/permit issued by the Luxembourg authorities or a licence/authorisation issued by a foreign institution?*

☐ Yes ☐ No

- If yes, please provide details of the nature of the programs/services covered by this concession/permit/licence/authorisation.



Business Permit / Establishment Authorisation

If the Service is commercial in nature, please attach a copy of the Establishment authorisation (*"Autorisation d'Etablissement"*) granted by the Ministry of the Economy (<http://www.eco.public.lu>).

If this is not yet available: Please attach or forward a copy of your application and the documents you provided to the Ministry of the Economy.

2. Service

Fields marked * must be filled in

Service Details

Service Name*:

Service Description
(format, content, sample
of programming)*:

Language of the service*:

Daily and weekly
broadcast schedule*:

Scheduled service launch
date (date of first
broadcast)*:

Means of broadcast (e.g. cable networks that
have agreed to carry the service and means of
delivering the service to cable head-ends)*:

Please attach a written confirmation from at least one cable network willing to carry the service.

Broadcast coverage Area ("footprint")*:

Broadcast/transmission standard*:

If the signal is encrypted: encryption system:



3. Operational activities

Description and location of the necessary human resources and technical infrastructure to enable the creation and broadcast of the programmes (management, production, rights acquisition, final editing, ...)*:

Investment (buildings, equipment) and job creation at the Luxembourg site*:

Will the head office of the company be located in Luxembourg?*

☐ Yes ☐ No

Are editorial decisions on programming schedules taken in Luxembourg?*

☐ Yes ☐ No

Is a significant proportion of the staff employed in broadcasting activities based in Luxembourg?*

☐ Yes ☐ No

Additional Commitments (to the Luxembourg site):

4. Funding

Fields marked * must be filled in

Means of financing the Service (advertising, sponsorship, subscription, pay per view, other)*:

5. Business Plan

Business Plan, including financial forecasts - Attach as a pdf.

6. Timetable

Planned timetable for the implementation of the project:



7. Signature

The following signature certifies the conformity of the data provided

Done in*:

Signature*:

On*:

Submit by postal mail

Please send the duly filled and signed form along with supporting documents to:
Ministère d'Etat
Service des médias, de la connectivité
et de la politique numérique
5, rue Plaetis
L-2338 Luxembourg

Submit by e-mail

Please send the duly filled and signed form along with supporting documents by email to:

broadcasting@smc.etat.lu

If your application is considered to be in order and complete, your request for a permit/concession is submitted to the Luxembourg Independent Media Authority (ALIA) for their review.

The final decision is taken by the Luxembourg Government, based on the recommendation of the Minister responsible for Media.

The permit or concession is granted by the Minister for Communications and Media, in the name of the Luxembourg Government.

For any further information, please contact the Department of Media, Connectivity and Digital Policy of the Ministry of State ("Service des médias, de la connectivité et de la politique numérique"): Tel. +352 247 82172, or by email broadcasting@smc.etat.lu.