Print an Official or Unofficial Copy of Your Amateur Radio License

By Anthony Luscre, K8ZT


As of February 17, 2015, the **FCC no longer routinely issues paper license documents** to Amateur Radio applicants and licensees. The Commission has maintained for some time now that the official Amateur Radio license authorization is the electronic record that exists in its Universal Licensing System (ULS). The FCC will continue to provide paper license documents to all licensees who notify the Commission that they prefer to receive one. Licensees also will be able to print out an official authorization — as well as an unofficial "reference copy" — from the ULS License Manager.

You can request an "official" printed copy of your license* by contacting the FCC Support via the web- https://esupport.fcc.gov/onlinerequest.htm, telephone (877) 480-3201 or mail (Federal Communications Commission, 445 12th Street SW, Washington, DC 20554 to request paper licenses.

To print an "official" reference copy of your license* under the new procedures, a new license applicant who already has an FCC Registration Number (FRN) and provides a valid e-mail address

under "Applicant Information" in the ULS will receive an official ULS-generated electronic authorization via e-mail. New license applicants lacking an FRN will receive in the mail an FRN and a temporary password to access the Commission Registration System (CORES).copy of your license.
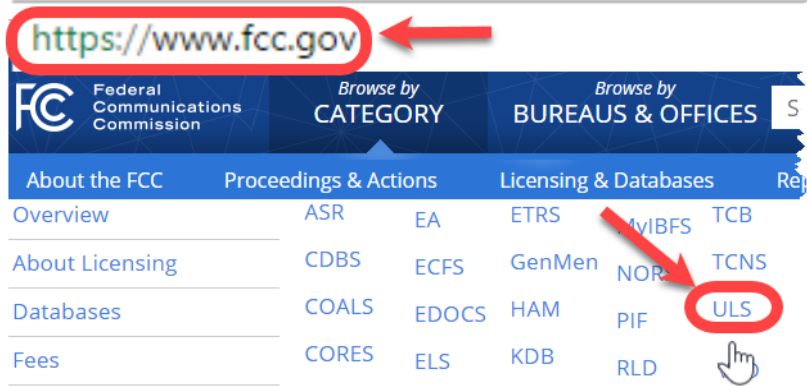
1. Log into your FRN account- https://wireless2.fcc.gov/UlsEntry/licManager/login.jsp
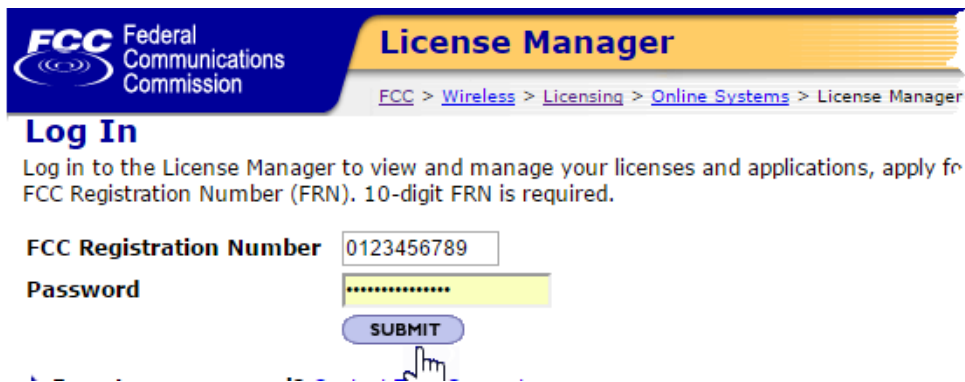
2. Choose **"License"** you want to print (you can search if you do not see it.)
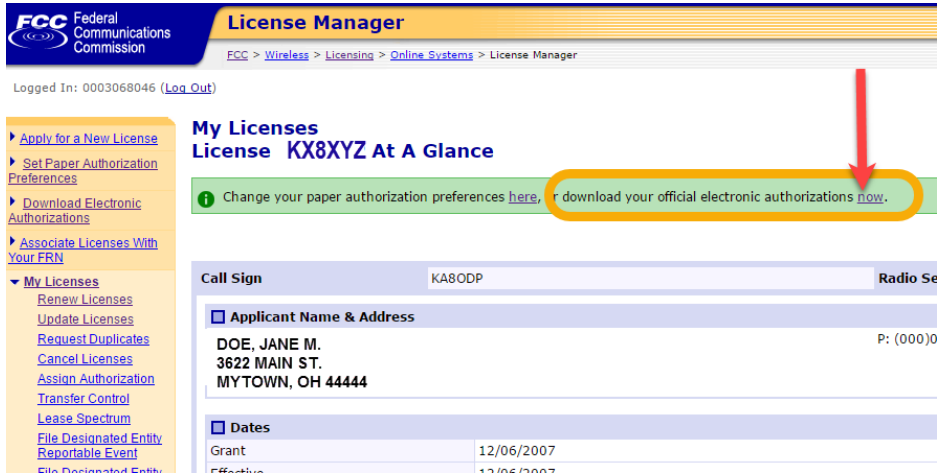
3. Click small "now" to go to the screen to print the official copy.

5. The next window will open

6. Click on the desired license in the box at left, click the **"Add"** button
7. In the right box, click **"Select all"**
8. Click on the **"Download"** button
9. A PDF will be downloaded to your computer
10. Open PDF and make sure it has watermark **"Official Copy,"** then print it.

*Ohio drivers with Amateur Radio Car License Plates will need an official copy to process your request to renew or get new plates.

B. To create a little more "official-looking" but definitely unofficial copy, you can...
  A. **Use AE7Q, Dean Gibson's Amateur Radio Tools-** http://ae7q.com/misc/Generate.php.
      a. Enter your information
      b. Choose Colors & Fonts
      c. Click the "Generate" button
      d. This will create two documents (actually on the same page)
          i. A "wall" certificate

i. A "wallet" copy

C. **Use one of K8ZT's Google Doc pages and some fancy certificate paper from your favorite office supply store**
   a. Choose version
      i. Laser (black print only)- tiny.cc/fcc-bw
      ii. Color Printer (multi-color)- tiny.cc/fcc-color
   b. Edit information by entering your call sign, name, address, etc.
   c. Print on Certificate paper

UNITED STATES OF AMERICA
FEDERAL COMMUNICATIONS COMMISSION
AMATEUR RADIO LICENSE

KE8XYZ

JONE C. DOE
123 MAIN ST.
ANYTOWN, OH 44224

Grant Date	Effective Date	Print Date	Expiration Date
01/01/2016	01/03/2016	02-01-2016	06/30/2026

File Number	Operator Privileges	Station Privileges
0000123456789	Amateur Extra	Primary

D. I like to have one of these to post anytime I am doing a radio event in public, such as the NPOTA; it's remarkable how official an unofficial document will look to a park or other official as opposed to the genuinely official online copy of your license