

**REGISTRATION
FOR THE PROVISION OF AUDIOVISUAL AND RADIO SERVICES INTENDED FOR
AUDIENCES OUTSIDE THE TERRITORY OF THE REPUBLIC OF BULGARIA**

I. Legal basis

- Article 125n of the Radio and Television Act (RTVA).
- Rules for the registration of radio and TV operators by the Council for Electronic Media

II. Administrative arrangements, requirements and documents needed

An operator intending to create a radio or TV programme should submit an application for registration to the Council for Electronic Media (CEM).

The application should follow a predefined form which can be downloaded from the CEM website (www.cem.bg), section *Licensing and registration*, subsection *Documents required for registration (cable and satellite)*.

The following documents should be provided together with the application:

1. The applicant's Articles of Association;
2. Certificate of commercial registration or documents certifying the establishment of the legal entity, issued not earlier than one month before the date on which the application is submitted;
3. Proposed method for the distribution of the programme;
4. Evidence of the candidate's financial capacity to carry out the proposed operations (such as reference letters from banks, evidence of the acquisition of long-term assets, etc.);
5. Programme project;
6. Programme concept;
7. Programme profile;
8. Programme scheme;
9. List of additional radio and TV services;

The application and the supporting documents should be submitted at the Registry Desk of the CEM either in person by the applicant's official representative or by another person appropriately authorised by the applicant, or through a licensed postal operator.

All documents should be in Bulgarian language. Applicants may also submit documents in other languages provided that they are accompanied with a legalized translation in Bulgarian.

The CEM will not require the presentation of any information or documents which are already in the possession of CEM or other authorities. Instead, CEM will obtain them on an *ex-officio* basis for the purposes of the administrative procedure.

CEM officials will vet the submitted documents.

If any inconsistencies or deficiencies in the documents are found, the CEM will instruct in writing the applicant to rectify such inconsistencies or deficiencies within seven days. The seven-day period will commence on the date on which CEM's notice is delivered. The notice will be delivered in accordance with the process set out in the Code of Administrative Procedure.

Where the deficiencies or inconsistencies are not rectified within the seven-day period, the affected documentation will not be considered.

The CEM will deliver its decision ('the Registration Decision') within 14 days of the submission of the application or of the rectification of the deficiencies, as the case may be. The Listing Decision will be published on the CEM website and communicated to the party concerned through a licensed postal operator.

The Registration Decision can be appealed at the Administrative Court of Sofia District within 14 days of the announcement that the Decision has been issued. The appeal has to be submitted through the Council for Electronic Media.

The registered provider can choose how to obtain its certificate of registration — at CEM's Head Office: Sofia, 69 Shipchenski Prohod Boulevard, Floor 6; through a licensed postal operator or by electronic means.

III. Fees

There are fees for the examination of the documents and for making the registration as such. These fees are set out in Article 9 of the Tariff of Fees for Radio and TV Operations.

The fees can be paid either by a bank transfer or at CEM's cash office at Sofia, 69 Shipchenski Prohod Boulevard, Floor 6.

Details of the bank account:

IBAN BG49 BNBG 9661 3000 1788 01

BIC BNBGBGSD

Bulgarian National Bank (BNB), Head Office

IV. Validity period

The validity of the registration is not limited by a particular term of time.