How to Pay Application Fees

1. Congratulations! Your application has been assigned a 10-digit FCC File Number which means you can now pay your application fee.

2. In order to pay your application fee, **you must be registered in CORES**.

> 2.1. The "legacy" version of CORES was retired on July 15, 2022.

> 2.2. The new version of CORES requires users to have a **Username and Password <u>before</u> they can do the following**:

- Link your registered username to an existing FRN.
- View & Pay Regulatory Fees, Application Fees, and Bills | View Red & Green light status.
- Register and receive a new FRN (including Restricted Use FRN).
- Reset/update your FRN password.
- Apply for a 10-digit FCC Registration Number (FRN).
- Search for public FRN information.
- Update your username profile.
- Use License Manager to renew their license, change their call sign systematically, apply for a Vanity call sign, etc. online.

- **Note:** License Manager is a different online program than CORES.

3. If you have an FRN but do not have a CORES username and password, you must register in the new CORES. Go to this website to register: https://apps.fcc.gov/cores/userLogin.do   Then refer to the image below:

Step 1 - Click on REGISTER.

Step 2 - Complete the form on the screen and submit it.

Step 3 - You will almost immediately receive an email from the FCC requesting you to verify your email address. An example of the email is shown below.

Your name,

Your request to create a new FCC account has been received. To verify your email address, please click the link below.

https://apps2.fcc.gov/fccUserReg/api/authorizeUser/916b6199bf6f4f9f43ee43f88baa36d249b1446e0b150a81eb64c25c4be6f9ec15784f75c64ef888

This link will expire within 24 hours. *If you did not request an FCC account, please disregard this email.*

For assistance, please submit a help request at https://www.fcc.gov/wireless/available-support-services or call 877-480-3201 (Mon.-Fri. 8 a.m.-6 p.m. ET).

Thank you,

FCC CORES Registration Team

Step 4 - After you have verified you email address, you can log into CORES for the purpose of associating your username with your FRN. Your username is your email address and the password is the one you created when you registered. Refer to the image below:

Select one of the following:

Associate Username to FRN   Link your registered username to an existing FRN.

Manage Existing FRNs | FRN Financial | Bills and Fees   View & Pay Regulatory Fees, Application Fees, and Bills | View Red & Green light status.

Register New FRN   Register and receive a new FRN (including Restricted Use Frn).

Reset FRN Password   Reset/update your FRN password.

Search for FRN   Search for public FRN information.

Update Username Profile   Update your username profile.

Step 5 – Click on "*Associate Username to FRN* ". A new screen will appear as shown below.

Associate with this FRN

| FRN:* | |
| Comment:* | Enter comments to justify your request to be associated with this FRN, e.g., "I am the CEO of Company X." |

CONTINUE   Go Back

The FCC Registration Number (FRN) is a 10-digit number.

* indicates required field.

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WARNING

DO NOT use your browsers back button to return to a previous page.
- **Always use the "Go Back" link.**
- If you don't use the "Go Back" link, you will have to log back into CORES.

Refer to the image at the bottom of the previous page to see an example of the "Go Back" link.

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Step 6 – Enter the required information and click on "*CONTINUE* ".

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WARNING

Make sure your FRN is entered correctly. If you don't enter your FRN correctly, the incorrect FRN will be associated with your username.   You will have to contact the CORES help desk to correct your mistake: (877) 480-3201, Option 1 (Mon - Fri, 8am - 6pm ET).

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> **Note:** Your comment can be as simple as "I am the owner of this FRN".
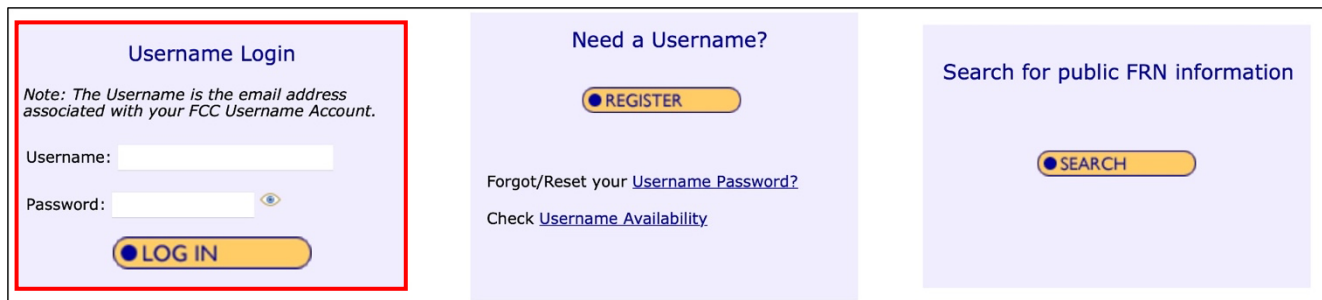
- You will receive an on-screen notice that that your username and FRN are associated.
- You can now pay your application fee.

> **Note:** You may have to log out of CORES in order to allow the program to update everything before you can pay your application fee.

> **Note:** If your attempt to associate your FRN with your username is not accepted you will receive an on-screen notification telling you it was not accepted. It may tell you why and what you have to do to correct the issue. Otherwise, call the CORES help desk at the number and option listed above.

4. Pay your application fee.

   Step 1 – Go to this website: https://apps.fcc.gov/cores/userLogin.do and refer to the image and explanation below.

   Step 2 – Enter your CORES Username and Password and click on "LOGIN". The following image will be displayed on your screen.

Select one of the following:

Associate Username to FRN   Link your registered username to an existing FRN.

Manage Existing FRNs | FRN Financial | Bills and Fees   View & Pay Regulatory Fees, Application Fees, and Bills | View Red & Green light status.

Register New FRN   Register and receive a new FRN (including Restricted Use Frn).

Reset FRN Password   Reset/update your FRN password.

Search for FRN   Search for public FRN information.

Update Username Profile   Update your username profile.

Step 3 – Click on " *Manage Existing FRNs | FRN Financial | Bills and Fees* ". The following image will be displayed:

When submitting a payment to the FCC, you are solely responsible for validating all financial data being entered, for ensuring that your payment instructions are not rejected by your financial institution and for ensuring that the funds have been transmitted to the FCC. To avoid incurring late payment penalties and interest, you should notify your financial institution when making ACH, credit card and wire payments, and continue monitoring your account to verify that payment to the FCC has been made by the payment deadline. The notifications you receive from the FCC after submitting your payment are to acknowledge that you have submitted a payment, and are not an acknowledgement that payment has been received by the FCC.

Select one of the following:

Manage FRNs   Manage/View FRN Permission Levels, FRN Registration Information, and Associated Requests for your FRN(s).

FRN Financial   Pay application fees and bills, and view financial status and payment history.

Regulatory Fee Manager   View, edit, and file annual Regulatory Fees.

ULS Pay Fees   View and pay ULS Application Fees (Batch Filer User Only).

Go Back

Step 4 – Click on " *FRN Financial* " and refer to the image below.

Manage FRNs	Show 10 entries			Search:
FRN Financial	**FRN** ▲	**FRN Name**	**Red Light Status**	**Action**
	0002732261	Robert Rose	Green Light	View/Make Payments
	Showing 1 to 1 of 1 entries			Previous 1 Next
	Go Back			

Step 5 – Click on " *View/Make Payments* " and refer to the image below.

Updated 20 July 2023

OPEN BILLS	APPLICATION FEES	AWAITING PAYMENT COMPLETION	PAYMENT HISTORY

Matches 1 - 1 (of 1).

FRN	Remittance ID	Total Amount	Created Date	Status	
0002732261	4221224	$35.00	07/18/2023	Not Paid	Make Payment

Go Back

Step 6 - Click on " *Make Payment* " and refer to the image below.

Payment Summary

Remittance ID: 4221224

Bill Number	Applicant FRN	Applicant Name	Call Sign	PTC	Amount	FCC Code 1	FCC Code 2
N/A	0002732261	Rose, Robert L		PRAM	$35.00		0010623294
Total Amount Due :					**$35.00**		

Payment Method Selection

Select a Payer FRN: *   Select a FRN ▼

Pay with ACH from Bank Account
via US Treasury's Pay.Gov System

To pay via electronic debit from a checking or savings account, you must provide the Routing Number and Account Number.

CONTINUE

Pay by Credit or Debit Card
via US Treasury's Pay.Gov System

Pay.gov accepts both credit and debit cards.* We accept Visa, MasterCard, American Express, and Discover credit cards. Debit cards processed through Visa or MasterCard are also accepted; these have the Visa or MasterCard logo on the card. ATM-only cards and debit cards from other processors are not accepted.

CONTINUE

Can't Pay Online?

Pay By Wire Transfer

- A wire transfer is a transaction that you initiate through your bank. It authorizes your bank to wire funds from your account to the U.S. Treasury, New York, NY (TREAS NYC).
- Click Continue to indicate that you will pay by Wire Transfer and view instructions specific to this payment.

CONTINUE

Pay By Check/Money Order

- Print the prefilled Form 159.
- Mail the Form 159 along with the check/money order to:

  Federal Communications Commission
  P.O. Box 979097
  St. Louis, MO 63197-9000

- Make the check/money order payable to:
  Federal Communications Commission

CONTINUE

Go Back

Step 7 – Select the payers FRN. Typically, only one FRN will be listed. Select this FRN even if the payment is being made by someone else (e.g., Parents, grandparents, aunts/uncles, spouse, etc.).

Step 8 – Choose the desired method of payment and provide the required information.

- Paying by credit or debit card is the easiest and fastest.
- Electronic debit (ACH) from a checking of savings account is also fast.
- Wire transfers usually require a fee for this service.
- Mailing the payment (e.g., Check, money order, or credit card info) takes the longest and can be the least secure. The Postal Service loses a lot of First Class mail.

WARNING

Effective on or about 11 October 2023, the FCC will no longer accept payment by mail.

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5. If you need assistance with paying your application fee, contact the CORES help desk: (877) 480-3201, Option 1, Mon - Fri, 8am - 6pm ET.