# Submission template - Review of radio spectrum licence fees

**Instructions**

This is the submission template for the discussion document *Review of radio spectrum licence fees*.

The Ministry of Business, Innovation and Employment (**MBIE**) seeks written submissions on the issues raised in the discussion document by **5pm on 11 April 2025**. Please make your submission as follows:

1. Fill out your name and organisation (if applicable) in the table, “Your name and organisation”.
2. Fill out your responses to the questions in the template. Your submission may respond to any or all of the questions from the discussion document. Where possible, please include evidence to support your views, for example references to independent research, facts and figures, or relevant examples.
3. When sending your submission:
	1. Delete the first page of instructions.
	2. Include your email address and telephone number in the email or cover letter accompanying your submission – we may contact submitters directly if we require clarification of any matters in submissions.
	3. If your submission contains any confidential information:
		* Please state this in the cover letter or email accompanying your submission and set out clearly which parts you consider should be withheld, together with the reasons for withholding the information. MBIE will take such objections into account and will consult with submitters when proactively releasing submissions or responding to requests under the Official Information Act 1982.
		* Indicate this on the front of your submission (e.g. the first page header may state “In Confidence”). Any confidential information should be clearly marked within the text of your submission (preferably as Microsoft Word comments).
		* Please provide a separate version of your submission excluding the relevant information for publication on our website (unless you wish your submission to remain unpublished). If you do not wish your submission to be published, please clearly indicate this in the cover letter or email accompanying your submission.
		* Note that submissions are subject to the Official Information Act 1982.
4. Send your submission:
	* + as a Microsoft Word document or PDF to *Radio.Spectrum@mbie.govt.nz* subject line: ‘Review of radio spectrum licence fees’ (preferred),
		+ by mailing your submission to:

Radio Spectrum Management Policy and Planning

Building, Resources and Markets

Ministry of Business, Innovation & Employment

PO Box 1473

Wellington 6140

New Zealand

Please direct any questions that you have in relation to the submission process to *Radio.Spectrum@mbie.govt.nz****.***

**Submission on discussion document: review of radio spectrum licence fees**

**Your name and organisation**

|  |  |
| --- | --- |
| **Name** |  |
| **Organisation** |  |

**General questions**

**Questions for organisations and businesses**

|  |  |
| --- | --- |
| 1 | What sector of the economy do you or your organisation operate in? |
|  |  |
| 2 | Approximately how many licences do you or your organisation hold? |
|  |  |
| 3 | Before considering changes to fees, are you planning to increase or decrease the number of licences you or your organisation hold over the next five years? If yes, please indicate the expected proportion of this change. |
|  |  |
| 4 | What proportion of your licences do you expect will need to be modified in the next five years? |
|  |  |

**Questions about the proposals in the discussion document**

**Options for annual licence fee changes**

|  |  |
| --- | --- |
| 1 | What do you see as the advantages and disadvantages of option one? |
|  |  |
| 2 | What do you see as the advantages and disadvantages of option two? |
|  |  |
| 3 | Which option do you prefer? Why?  |
|  |  |
| 4 | Is there any other option that has not been considered in this document? If yes, please explain this option in detail, including why it is preferable to option one and two.  |
|  |  |
| 5 | What impact will the fee increase have on your business or entity? |
|  |  |
| 6 | How would fee option two impact the licensing decisions of your organisation or entity over the next five years?  |
|  |  |
|  |  |

**Closing comments**

|  |  |
| --- | --- |
| 7 | Are there any other comments you wish to make? |
|  |  |