

**REGISTRATION  
FOR THE PROVISION OF AUDIOVISUAL AND RADIO SERVICES WITHIN THE  
TERRITORY OF THE REPUBLIC OF BULGARIA**

**I. Legal basis**

- Article 125a 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](http://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;
3. Certificate of good standing or an equivalent document (for foreign entities), issued not earlier than one month before the date on which the application is submitted;
4. Decision by which the company's competent management body approves the creation of a radio or TV programme;
5. Proposed method for the distribution of the programme (through cable and/or satellite electronic communication networks);
6. Declaration confirming that the circumstances referred to in Article 105(4) of the RTVA are not in place;
7. Declaration pursuant to Article 108 of the RTVA;
8. 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-terms assets, etc.);
9. Programme project;
10. Programme concept;
11. Programme profile;
12. Programme scheme;
13. List of additional radio and TV services;
14. Tentative contracts with rightholders for the use of copyrighted works in the programme and for the use of neighbouring rights in respect of the distribution of foreign programmes;
15. Documents which demonstrate the origin of the candidate's capital in the three years preceding the date on which the documents are submitted, including certified financial statements;
16. Documents which explain the structure of the candidate's capital and the allocation of the capital among the various owners and — if the candidate is a legal entity in which other legal entities are partners or shareholders — documents which explain the structure of the

- candidate's capital and the amount of stock owned by these partners or shareholders in the candidate's capital;
17. List of the media operators in which the candidate is a shareholder or partner;
  18. Evidence of the candidate's rights on the brand/mark which will be used as a name of the programme;
  19. Paper-based and electronic versions of the logo of the programme;
  20. The date on which the distribution of the programme will begin ('the Go Live date');
  21. Proof of payment of the fee for examination of the documents as per the Tariff of Fees for Radio and TV Operations;

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.