



Event Frequency Coordination – Frequency Request Tips

Registering/Accessing the Site

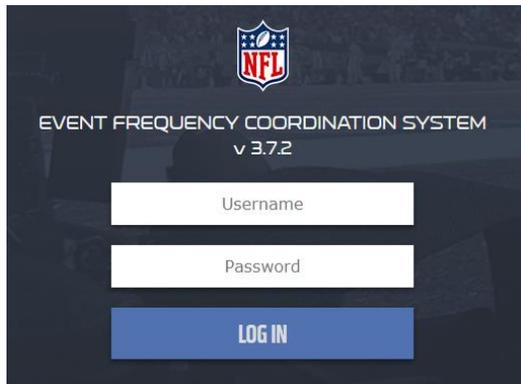
Step 1:

From a web browser, go to <https://efc.nfl.net> to register for an account. If you already have an account, proceed to step 2.

1. Click **No Account? Click here to register**
2. Fill out the necessary information on the registration screen
3. Submit your registration. You will get an activation email from EFCSupport@nfl.com
4. From the email, click on the validate email link.

Step 2:

Log onto the **Event Frequency Coordination System** Website



Entering a request

Step 1:

Click on  (on top right)

Step 2:

Provide us with information about your request:

A. Select the **Event** you are requesting frequencies for.

EVENT INFO

Area * **Select location where event is held**

Dallas

Venue * **Select Venue where event is held**

AT&T Stadium

Event * **Select Event**

2018 NFL Draft

B. Select or enter your **Company Info**. If company name doesn't exist, click on the  magnifying button to search and add a new one

COMPANY INFO

Company Name * 

(Select Company) * 

C. Add **Activity** by clicking on "+ **Activity**" button and selecting from the "**Select Activity**" list.

ACTIVITIES

| Activity | From |
|-----------------|------|
| Select Activity | |



D. Add **Equipment** by clicking on the "+ **Equipment**" button

- 1) Select **Equipment Type**
- 2) Select **Required Use**
- 3) Provide **Usage Details** for this equipment
- 4) Select **Manufacturer**. If manufacturer doesn't exist, click "+ **Manufacturer**" button
- 5) Select **Model**. Models will only show up based on the Manufacturer selected. If model doesn't exist, click on "+ **Model**" button and enter the following:
 - a) Enter **Model Name**
 - b) Specify **Power** (in milliwatts *mW*)
 - c) Specify **Bandwidth** (in megahertz *MHz*)
 - d) Select the **Frequency Block(s)** equipment can tune too.
- 6) Specify the **Number of Primary frequencies** you need
- 7) Specify the **Number of Backup frequencies** you need
- 8) If you need *specific frequencies* for your equipment, please specify it in the **Requested Frequencies (MHz)** box. Example: 427.100 427.500
- 9) Once you are done adding the information for the equipment, you can click "**Add to Request**" or if you need to add another equipment to this request, you can check "**Add Another**" and click on "**Add to Request**".

E. After you have added all your equipment to the Request screen, add your on-site contacts. Click + **On-Site Contact** and select from a list of already added contacts. If this is the first contact for this company you will need to click + **Create New Contact**. *These are the contacts that Frequencies Coordinators will contact at the Event if questions/issues arise.*

F. Once you are done, you can **Submit** the request in for Frequency Coordination review. An email confirmation will be sent to you.

G. **Log off the website once you are done with your request(s).**

H. The Frequency Coordinator will notify you via email the status of your request. If you have any questions, please feel free to contact EFCSupport@nfl.com