# Memorandum

**From:** ACB Customer Service
**Date:** 07/14/2026
**Re:** How to Obtain FCC Grantee Codes and Canada CN Numbers
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We frequently are asked how an applicant can obtain a Grantee Code for FCC applications and/or a CN (Company Number) for Canadian Applications. These codes are typically processed in only a few business days.

Your code or number can be obtained directly by the manufacturer, laboratory, or ACB. However, we caution all applicants that we have seen a large number of parties who try to obtain these codes on their own encounter problems. These problems have led to considerable unexpected problems, delays, loss of codes, and/or costs which are beyond our control and can interfere with any applications you may be submitting. To avoid any unnecessary risk, we highly recommend letting ACB obtain the codes on your behalf for an additional fee.

In order to process your request, the following information is required:

FCC Grantee Code Request:
1) Complete Legal Business Name
2) Complete Mailing Address
3) Contact Name, Telephone Number, Fax Number, Title, and Email Address
4) Companies FCC FRN Number

To conduct business with the FCC, you must first register using the FCC's COmission REgistration System (CORES) to obtain a unique 10 digit FCC registration number known as an FRN code. This unique number is used to identify you in business transactions with the FCC that include financial, authorization of service, etc. Therefore an FRN is required prior to obtaining a Grantee code. To obtain an FRN number online for free, you may visit the FCC's Web site at https://apps.fcc.gov/coresWeb/publicHome.do . For further assistance, please either refer to the FAQ at this same link; contact the CORES helpdesk at CORES@fcc.gov or call the CORES help desk toll-free number: 1-877-480-3201 (Mon.-Fri. 8 a.m. – 6 p.m. ET).

In order for ACB to process and obtain an FCC Grantee Code on your behalf, you may forward the above information to ACB to your local regional contacts found at http://acbcert.com/contact. There is a fee for this service.

If you desire to obtain the code directly yourself, this may be done by accessing the FCC website https://apps.fcc.gov/oetcf/eas/index.cfm and using the Grantee Registration Link and following the instructions given at the end of this document.

Note: If you obtain the code directly yourself, ACB recommends that the payment for the code ***only be made online by credit card and to PDF all pages showing info entered.*** We also caution that ACB can generally not help in situations where you attempt to directly obtain the code yourself and encounter problems.

Canadian CN Number:

Just as with the FCC Grantee Code, ACB can obtain the number for you, or you may obtain it yourself.

To obtain your own number, you must first register on ISED's (Formally known as IC) site at: https://sms-sgs.ic.gc.ca/login/auth. Once you've completed the registration and ISED has approved your request, they will send an email to the listed contact that contains your account/company number.

In order for ACB to process your request, please provide a Letter of Authorization that states your company is allowing ACB to request/process an ISED CN on your behalf. This letter also needs to include the following information:

ISED CN Code Request:
1) Complete Legal Business Name
2) Applicant Type: Corporation, Private Individual, Foreign Government, etc.
3) Fees Applicable: Non-fee paying account or Fee paying account
4) Language: English or French
5) Complete Mailing Address
6) Contact Name, Telephone Number, Fax Number, and Email Address
7) Letter of Authorization: This states that your company is allowing ACB to request on your behalf

You may forward the above information to ACB to your local regional contacts found at http://acbcert.com/contact to obtain on your behalf for a fee.

# Obtaining an FCC Grantee Code

Procedures regarding online grantee code assignments and payment information:

1. Go to: https://apps.fcc.gov/oetcf/eas/index.cfm

2. For first-time filers, go to Miscellaneous on the lower left side of the page.

3. Click on GET FRN. Follow Directions. You will be asked to provide an FRN password and Personal Security Question/Answer. ***Please keep all this information stored where you will have access to it for future use***.

4. Go back to: https://apps.fcc.gov/oetcf/eas/index.cfm

5. Go to Filing Options > Grantee Registration. Follow Directions. WRITE DOWN GRANTEE CODE AND GRANTEE CODE REGISTRATION NUMBER or keep a copy of the FCC Grantee Code Confirmation that includes the companies Grantee Code Registration Number. ***Please keep all this information stored where you will have access to it for future use***.

6. The client should retain the grantee code assignment page. This page provides the date that the grantee code was assigned.

7. Payment (one-time $65.00 fee) via online credit card is recommended as the quickest payment procedure. This option is offered immediately after the assignment of the Applicant / Grantee code – or by clicking "Return to 159 Form" under the Filing Options at the web site given above once the code has been issued. The payer should retain a copy of the acknowledgment of the payment. If for some reason the online payment fails, the payment (via check; money order; wire transfer; or credit card) and Form 159 should be submitted to U.S. Bank AS SOON AS POSSIBLE - within a day or two of the date the code was assigned, and certainly NO LONGER THAN 7 days after the code assignment or you may lose the FCC ID and it will be removed from the FCC database. It is important to allow enough time for the payment to clear through U.S. Bank before the 30-day time limit.

8. If there is an error in the process or you need further assistance from the FCC, you will need to notify the FCC via www.fcc.gov/labhelp using the KDB system (Submit an Inquiry on the left side of the page) or call Customer Service Branch of the FCC at 301-362-3000.

***NOTE: If the payer and the grantee are different, each must have an individual FRN.

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