



8 Steps to Get On Air at a Tower Site



AMERICAN TOWER®

How to get your equipment up and running on our towers quickly and efficiently

1 Find an American Tower Site

To find a communications site that meets your needs, use American Tower's [ON AIR Access](#) to quickly enter search criteria and immediately access a full list of sites within your coverage areas. You can view detailed information and photos and print Site Brochures for a closer analysis.

Your Territory Manager is available to assist you and provide additional tower details and pricing information, or contact us at leasing@americantower.com or 877-409-6966.

2 Establish Network Requirements

Once you identify your preferred American Tower sites, you can then establish your network requirements, including:

- › Preferred equipment heights
- › Equipment type(s), quantities and sizes
- › Amount of space needed in the compound for your ground equipment
- › Backup power requirements (if applicable)

Please ensure your project scope and schedule accommodate power requirements and backhaul and the time required to obtain the necessary local zoning and building permits.

3 Establish Customer Account

If you are a new customer, we will set up a new account for your company. Once we receive and process your [Credit Application](#), you will be able to submit a Site License Application for any of our sites.

4 Finalize Lease Terms

At this stage, American Tower will work with you to finalize lease terms, such as the initial term length, renewal terms, annual escalator and rent amount, to meet your specific network requirements. Our pricing structure considers factors including location, type of the asset, quantity and size of your equipment.

5 Apply for Tower Space

Use [ON AIR Access](#) to apply for sites online 24/7. This online tool will guide you through the requirements for submitting a Site License Application to American Tower. Once we receive your application, we will assign an Account Project Manager (APM) to answer your questions and keep you informed of your project status. The status of your collocation project is also available in [ON AIR Access](#).





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6 Execute Your Agreement

Once your Site License Application is approved and lease terms are established, American Tower will provide a Site License Agreement for your review and signature. Upon receipt of your signed agreement, American Tower will countersign and provide the fully executed document.

7 Permit Your Equipment

Contact the underlying jurisdiction to determine if zoning, building and electrical permits are required for your installation. These permits are essential to ensure that your equipment installations comply with all local and state zoning laws.

8 Install Your Equipment

After obtaining all necessary permits, **upload** the following documents to **ON AIR Access** to obtain your **Notice to Proceed (NTP)**: proposed construction drawings, copy of building permit (or documentation stating it is not required), purchase order for any outstanding fees, construction schedule, regulatory requirements and the name and certificate of insurance of your American Tower certified installation contractors and subcontractors.

Once American Tower issues your NTP, you are now ready to install your equipment. After completing your installations, send your as-built drawings to closeout@americantower.com, so we can maintain accurate records for all our customers' future requirements.

Following these eight steps is the path to getting on air as quickly as possible. **ON AIR Access** is our fully integrated site selection and application management tool that assists you throughout the process. It helps you find American Tower sites, apply for collocations and modifications and instantly track your project status online.

