

# Application for CE Marking Service



Please fill out all relevant sections in CAPITALS.

## 1. Organisation information

1.1	Name of the Applicant Organisation (and Business Registration Number, if applicable)		
Applicant Address (this address will be listed on the Certificate)			
Street			
Suburb/City			
Postcode, Country			
1.2	Other Trading Names of the Applicant (if applicable)		
1.3	Details of Applicant Organisation Corporate Structure (i.e. part of a larger group, publicly listed, not for profit, etc)		
1.4	List the functional operations of the Applicant Organisation (i.e. design, distribution, manufacturing, installation, importing, maintenance, services, warehousing, etc.)		
1.5	Name and Position of Applicant Representative (authorized to represent the Applicant for all matters relating to the Application)		
Contact Details of Applicant Representative			
Street			
Suburb/City			
Postcode, Country			
Telephone	Fax	Email	
1.6	Name and Contact Details of Accounts Payable for Invoicing (if different from Applicant Representative)		
Name			
Street			
Suburb/City			
Postcode, Country			
Telephone	Fax	Email	

**1. Organisation information** (continued)

1.7 Name and Contact Details of Distributor (if applicable)				
Name				
Street				
Suburb/City				
Postcode, Country				
Telephone	Fax	Email		
Please list the details of the production process for the product that is submitted for CE Marking assessment: where is it manufactured, assembled and any outsourced entities (the names, addresses and employee numbers as well as the role in the production process, if more space is needed, use separate sheet):				
1.8 Primary Manufacturing: Name and Address				
Name				
Street				
Suburb/City				
Postcode, Country				
Telephone	Fax	Email		
Role in Production				
No. of Employees:				
Manufacturing	Design	Laboratory	QA	Other
Shift work? Yes / No				
List current certifications, such as ISO 9001, ISO 14001, etc., and the name of the certifying organisation. If a non-certified, documented Quality System is in place, please advise how long it has been implemented:				
1.9 Other Site: Name and Address (if applicable)				
Name				
Street				
Suburb/City				
Postcode, Country				
Telephone	Fax	Email		
Role in Production				
No. of Employees:				
List current certifications, such as ISO 9001, ISO 14001, etc., and the name of the certifying organisation. If a non-certified, documented Quality System is in place, please advise how long it has been implemented:				

**1. Organisation information** (continued)

1.10 Other Site: Name and Address (if applicable)				
Name				
Street				
Suburb/City				
Postcode, Country				
Telephone	Fax	Email		
Role in Production				
No. of Employees:				
Manufacturing	Design	Laboratory	QA	Other
List current certifications, such as ISO 9001, ISO 14001, etc., and the name of the certifying organisation. If a non-certified, documented Quality System is in place, please advise how long it has been implemented:				
1.11 Site Occupational Health & Safety Issues (if applicable)				
Specify if in any of the site locations visitors will require personal protective equipment, such as hard hats, goggles, safety shoes, or any specialised training:				

**2. Product Information**

2.1 Applicable European Directive(s) for which certification is sought				
2.2 Applicable National/International Standards against which the product(s) has been tested				
2.3 Provide details if CE Marking certification been sought via another Notified Body for the product submitted for assessment in this application:				

**2. Product Information** (continued)

2.4 Describe the products and services that are intended for the CE Marking assessment (attach separate sheet, if required):

Description	Model No.	Model Name	Brand Name

Provide details if the product/system contains electronic parts:

Provide details if the product can be used in underground mining:

2.5 Describe the materials used in the products (attach separate sheet, if required):

2.6 List current certifications from other certifying bodies for the product:

2.7 List the intended market areas/countries for the product:

2.8 Occupational Health & Safety Issues (if applicable)  
Specify if the product requires special handling or storage:

### 3. Payment Details

3.1 Application Fee (please refer to Fee Schedule or Quotation) GBP \_\_\_\_\_

This application must be submitted together with payment of the Application Fee.

3.2 Payment Options

3.2.1 Cheques to be made payable to **SAI Global Limited** (if attached with the application, please list):

Cheque Value GBP	Cheque Number	Cheque Date
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3.2.2 Credit Card Payments (Please tick where applicable)

Visa   
  MasterCard   
  AmEx   
  Diners

Credit Card Number

Credit Card Expiry Date

Cardholder's Name (in capitals)

Signature

3.2.3 Telegraphic Transfer to be made to **SAI Global Limited**

Bank Details: National Australia Bank, Address 292 Pitt Street Branch, Sydney NSW 2000, Australia  
 Account Name: SAI Global Limited, BSB Number 082-080, Acc Number 68 228 7431  
 Swift Number NATAAU3302S

Please email remittance advice to [product@saiglobal.com](mailto:product@saiglobal.com) with the details of your company name, the type of service, and invoice number, if available. Payments without remittance advice may result in delays in processing your application.

### 4. Signing of Application to Terms and Conditions for CE Marking Service

The Applicant warrants that the information provided in this application form is correct. The Applicant acknowledges that it has received and agrees to abide by the SAI Global Terms and Conditions for CE Marking Service. The Applicant agrees that when SAI Global accepts this application in writing, or when SAI Global starts to supply certification or assessment services to the Applicant, there is a contract for the supply of these services, including the obligation to pay any fees and charges. The Applicant agrees that if SAI Global issues a certificate for CE Marking, the applicant will use the CE Mark in accordance with the certification and the requirements of the applicable Directive(s). An Application that has not been converted to certification within 12 months will be cancelled unless otherwise agreed with SAI Global. All fees paid are non-refundable. The Applicant may undergo a credit check through existing creditors and Credit Reporting Agencies. SAI Global reserves the right to reject any application.

Thank you for completing this Application form. Signed for and on behalf of Applicant.

Signature of the Authorised Representative of the Applicant:

Full Name and Position in capital letters:

Date of the Application

**Please return completed application form with payment to Program Manager CE Marking, SAI Global Ltd, Winterhill House, Snowdon Drive, Milton Keynes, MK6 1AX, United Kingdom; or via email to [product@saiglobal.com](mailto:product@saiglobal.com)**

Your Privacy. SAI Global Limited and its related bodies corporate ("SAI Group") respect stakeholders' privacy at all times. When processing your application we collect personal information about you for the primary purpose of providing you with a high level of customer service. We may also use this information to inform you of other related products and services available from the SAI Group and to contact you in relation to these products and services. As we value your privacy we do not make your personal information available to other organisations without your explicit consent, and you have the right to gain access to this information. For more information please see our Privacy Policy on our website [www.saiglobal.com](http://www.saiglobal.com). Please direct privacy related enquires to the Chief Privacy Officer via email [privacyofficer@saiglobal.com](mailto:privacyofficer@saiglobal.com)