

# REQUEST FOR PRODUCT CERTIFICATE/ REGISTRATION/LICENCE FORM\*

\*Request for Technical Evaluation Report

**IMPORTANT:** The quality and completeness of the documentation submitted by the Applicant directly influences the time and cost of processing the Registration/Licence request. Incomplete applications will not be processed.

**SERVICE LEVEL AGREEMENT (SLA) REFERENCE** (if available)

**DATE**

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**REGISTRATION/LICENCE REQUEST FOR** (Country name)

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**PURPOSE OF APPLICATION**

**NEW**

**RENEWAL**

**REVISION**

<input type="checkbox"/> Registration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Licence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Product Certificate 1 (PC-1 <i>Nigeria</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Product Certificate 2 (PC-2 <i>Nigeria</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Product Certificate 3 (PC-3 <i>Nigeria</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Technical Evaluation Report (TER <i>Kuwait</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other (please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**APPLICANT'S DETAILS**

Contact Person	
Company Name	Company Address
E-Mail Address	Telephone No.

**APPLICANT TYPE**

<input type="checkbox"/> Authorized Dealer	<input type="checkbox"/> Authorized Distributor
<input type="checkbox"/> Third-Party Logistics	<input type="checkbox"/> Manufacturer
<input type="checkbox"/> Trader	<input type="checkbox"/> Other (please specify)

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**REGISTRANT/LICENCEE DETAILS** (Please provide details if you have any existing valid Registration/Licence for any of your products)

Registration No.	
Licence No.	
TER No.	
PC-1 No.	
PC-2 No.	
PC-3 No.	
Other (please specify)	

**PAYMENT DETAILS** (Partly responsible for paying the registration/licence service applied for, if different from the Applicant)

Contact Person	
Company Name	Company Address
E-Mail Address	Telephone No.
Payment Type <input type="checkbox"/> Cash <input type="checkbox"/> Credit	Addresses for invoices to be sent
Intertek Credit Reference No.	
Invoice Currency to be used	

**DECLARATION**

By submitting this Application:

- I/We hereby confirm that the information provided herein for the purpose of obtaining the Product Certificate, Registration or Licence is accurate and complete in all respects to the best of my/our knowledge.
- I/We have read and fully comprehend Intertek's Terms and Conditions (Global) and Registration and Licence Services which are available at [www.intertek.com/terms](http://www.intertek.com/terms) and hereby confirm my/our acceptance of these Terms and Conditions for obtaining the Product Certificate, Registration or Licence.

Name	Position
*Signature	Date

\* Signatures of Authorized Representatives can be affixed by (a) Physical signature (Handwritten); or (b) Digital signature (Digital image of the signature); or (c) Electronic signature (Printed Name); or (d) Company Stamp (Physical or Digital images).

**DOCUMENTS ATTACHED TO THIS APPLICATION**

<input type="checkbox"/> Factory Audit Report	<input type="checkbox"/> QMS Certificates (e.g. ISO 9001, ISO/TS 16949)
<input type="checkbox"/> Suppliers Declaration of Conformity (SDoC)	<input type="checkbox"/> Product Data Sheet/Technical Data Sheet
<input type="checkbox"/> Product Identity Declaration	<input type="checkbox"/> ISO/IEC 17025 Accreditation Certificate
<input type="checkbox"/> Verified Manufacturers Testing Certificate	<input type="checkbox"/> Photographs of Products
<input type="checkbox"/> Other (please specify)	

Thank you for taking the time to fill out this form. We appreciate your business.

Please visit our website [www.intertek.com/government](http://www.intertek.com/government) to learn about the shipment certification services for other countries.

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**NOTE:** Please complete the below required details if this information has **NOT** been made available in the submitted invoice/shipment documents or has **NOT** been provided separately in editable electronic format (e.g. word, excel, rich text format document). Should you require additional space, please attach **EXTRA SHEETS** using the same template as below.

**REQUEST FOR PRODUCT CERTIFICATE/REGISTRATION/LICENCE CONTINUATION PAGE: PRODUCT DETAILS - GENERAL**

SN	PRODUCT DESCRIPTION	MODEL / TYPE / BATCH NO.	HS CODE	BRAND	COUNTRY OF ORIGIN	MANUFACTURER'S NAME & ADDRESS	STANDARD REFERENCE
01							
02							
03							
04							

**Additional information provided on separate sheets**  **Yes** (No. of additional sheets)  **No**

In general, the Applicant acknowledges that all imported goods which are subject to specific programme requirements may be randomly selected for inspection and testing for safety, quality and trade compliance purposes at the customs territory of the importing country. Intertek performs the evaluation of conformity based on a random sampling of their products and on testing of limited parameters through risk assessment approach. The Applicant agrees to take responsibility and acknowledges that they are aware of the customs legislative and regulatory requirements governing the import of their products and commit to comply with those requirements.

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**REQUEST FOR PRODUCT CERTIFICATE/REGISTRATION/LICENCE CONTINUATION PAGE: PRODUCT DETAILS – AUTOMOTIVE VEHICLES**

SN	BRAND OF VEHICLE (E.G. TOYOTA)	VEHICLE TYPE (E.G. PASSENGER CAR)	VEHICLE MODEL (E.G. COROLLA 1.8GLI)	MODEL YEAR (E.G. 2010)	AGE (FOR USED VEHICLES ONLY)	COUNTRY OF ORIGIN	VIN NUMBER	REGISTRATION / LICENCE (SoR/TER/PC, IF AVAILABLE)
01								
02								
03								
04								

**Additional information provided on separate sheets**     Yes (No. of additional sheets)     No

In general, the Applicant acknowledges that all imported goods which are subject to specific programme requirements may be randomly selected for inspection and testing for safety, quality and trade compliance purposes at the customs territory of the importing country. Intertek performs the evaluation of conformity based on a random sampling of their products and on testing of limited parameters through risk assessment approach. The Applicant agrees to take responsibility and acknowledges that they are aware of the customs legislative and regulatory requirements governing the import of their products and commit to comply with those requirements.

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