



Zakład Badań Atestacyjnych Jednostka Certyfikująca

APPLICATION

FOR THE ISSUE OF A CERTIFICATE CONFIRMING THE ACCEPTANCE AND STORAGE OF TECHNICAL DOCUMENTATION

in accordance with the procedure set out in Art. 13 par. 1(b)(ii) of Directive 2014/34/EU of 26 February 2014.

- New certificate
- Extending the validity of the certificate no:
- Extension of the scope of certificate no:

I. Name, address, status of the Applicant:

Manufacturer Authorised representative *

If the application is lodged by an authorised representative, the name and address of the Manufacturer should be provided.

* authorised representative – any natural or legal person established within the Union who has received a written mandate from a manufacturer to act on his behalf in relation to specified tasks. In the case of an authorised representative, attach the relevant documents proving the authorisation.

II. Product name, type, versions:

III. Ex marking:

IV. Production:

- Unit production
- Series production: **planned production period (years):**

Upon registration of the request and verification of reasonableness, a written confirmation will be issued specifying the conditions for storage of the records that are the subject of this application.

V. Documentation:

paper electronic

VI. Declarations by the Applicant:

- I order the technical documentation of the product to be stored for a fee for the declared period of its manufacture and for a period of 10 years from the time of completion of its manufacture and I undertake to comply with the requirements indicated in the order confirmation and in this application.
 - I undertake to pay the following fees:
 - For acceptance of technical documentation - a fee of PLN 100 + VAT in the amount valid on the day of issuing the VAT invoice, for each declared year of production - the fee is collected in advance for the whole period and is not subject to refund in case of cessation of production earlier than in the declared period or in case of withdrawal of the certificate.
 - For storage of technical documentation for a period of 10 years after the end of production - a one-time fee of PLN 1000 + VAT at the rate prevailing on the date of the VAT invoice.
 - For extension of the scope of the certificate - one-time fee for each extension in the amount of PLN 100 + VAT in the amount valid on the day of issuing the VAT invoice.
 - For extending the validity of the certificate - a one-time fee of PLN 100 + VAT in the amount valid on the day of issuing the VAT invoice, for each declared year of extending the production.
- The above fees are payable in advance. Charging invoice will be issued by ITG KOMAG on the basis of the work acceptance protocol.
- The technical documentation shall comply with the requirements of Module A: Internal production control - Annex VIII of Directive 2014/34/EU¹
 - I declare that:
 - I have the right to use the technical documentation that identifies the product(s) covered by this application.
 - This application for the above mentioned product has not been lodged with any other notified body.
 - The submitted technical documentation was neither prepared or consulted by ITG KOMAG.

/ First name, surname /

/ signature /

/ date /

Please be informed that the administrator of the personal data provided in the Application Form is ITG KOMAG. Personal data will be processed for purposes related to the implementation of the certification process / conformity assessment / issuing an opinion. In order to obtain full information please read the information clause placed on our website <http://komag.eu/kontakt/polityka-prywatnosci>

¹ The technical documentation shall specify the applicable requirements and cover, as far as relevant for the assessment, the design, manufacture and operation of the product. The technical documentation shall contain at least the following elements:

a) a general description of the product;
 b) conceptual design and manufacturing drawings and schemes of components, sub-assemblies, circuits, etc.;
 c) descriptions and explanations necessary for the understanding of those drawings and schemes and the operation of the product;
 d) a list of the harmonised standards applied in full or in part the references of which have been published in the Official Journal of the European Union and, where those harmonised standards have not been applied, descriptions of the solutions adopted to meet the essential health and safety requirements of this Directive, including a list of other relevant technical specifications applied. In the event of partly applied harmonised standards, the technical documentation shall specify the parts which have been applied;
 e) results of design calculations made, examinations carried out, etc.; and
 f) test reports.

VII. Review and registration of the application (to be completed by Notified Body)

Verification:

The application contains sufficient information to carry out the process

The product, which is the subject of the application, is subject to the requirements of the procedure set out in Art. 13 par. 1(b)(ii) of Directive 2014/34/EU of 26 February 2014.

Decision:

Application registration and process realization

Refusal to process

Application no.

/ date, signature, stamp of the person authorized to accept the application /