# Company Undertakings

By completing and signing this form, we confirm that the Applicant/Company (hereafter known as the Certificate Holder):

* Wishes to apply for a Certificate of Conformity or Suitability with Global-Mark Pty Ltd (GM).
* Has read and agreed to comply with the procedures, processes and Terms and Conditions presented in Global-Mark’s EPSC Scheme Program Information Brochure G-63 & Welcome Pack G-00 and are aware that the afore mentioned documents are available at [www.global-mark.com.au](http://www.global-mark.com.au) and are subject to change by Global-Mark without notice.
* Agrees to pay its bills within 14 days from receipt of an invoice in line with the Fee Proposal or Schedule of Fees
* Agrees not to bring Global-Mark into disrepute and to continue to comply with the requirements of the standard to which it seeks or has certification, and to provide full access to records, people, processes and systems to GM.
* Commits to being truthful and transparent in its relationship with GM, and will advise GM should any circumstance arise which may affect compliance to the standard to which it seeks or has certification.
* We have read, understood and agree with the Global-Mark Fee Proposal or Schedule of Fees.

# Part 1: Certificate Holder Details

|  |  |  |
| --- | --- | --- |
| Certificate Holder’s Company Name (\*\*): | {applicant\_name} | |
| Certificate Holder’s Company Registration No. (ABN/NZBN): | ABN/NZBN |  |
| Certificate Holder’s Address: (Street, City, State, Postal Code, Country) | {applicant\_address} | |
| Certificate Holder’s Business Email: Must be under the Certificate Holder’s control, and not subject to change (^)(2) |  | |
| Certificate Holder’s Company Phone Number | **Country Code**       **Number** | |

(\*\*): This name will appear on the Certificate of Conformity

(^): for EESS submissions this email should be the same as one registered with the EESS Platform as the Certificate Applicant

# Part 2: Certificate Holder’s People

|  |  |  |  |
| --- | --- | --- | --- |
| **Authorised Person** | | | |
| Name: |  | Job Title: |  |
| Telephone: |  | Email: |  |
| **Financial Person (invoice will be sent to)** | | **As above?** **Yes** | |
| Name: |  | Job Title: |  |
| Telephone: |  | Email: |  |

# Part 3: Consultant’s Details (as applicable)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Consultant’s Company Name: | | i-Tek Eletronics Corp. | | |
| Consultant’s Name: | | Bill Weng | | |
| Consultant’s Company Address: | | 16F., No.671, Bannan Rd., Zhonghe Dist., New Taipei City 23557, Taiwan (R.O.C.) | | |
| Telephone: | 886-2-8221-3685 | | Email: | i-tek\_ia@i-tek.com.tw |

# Part 4: Nature of Application

|  |  |
| --- | --- |
| New Certificate |  |
| Modification to existing Certificate. GMA # |  |
| Re-Certification: GMA # |  |
| Transfer of Certificate GMA # |  |
| Co Approval GMA # |  |

# Part 5: Details of the product or family of products(\*\*\*)

**N.B. If more than 1 alternative, please complete Part 2 (Excel doc)**

|  |  |
| --- | --- |
| Trade Name/Mark/Responsible Vendor |  |
| Model number(s) | {model\_number} |
| Alternative Trade Name/Mark & alternative model numbers | **If there are multiple alternatives, please complete Part 2 (Excel Form)** |
| Description of product | {description\_of\_product} |
| Electrical rating | {rating} |
| Manufacturer’s name and address | {applicant\_name} / {applicant\_address} |

(\*\*\*): “Family of products” is defined as products meeting the following requirements; same design, same material and components, same testing requirements, same process, manufacturer and manufacturing site.

**Part 5a: EESS Extra Database Data**

|  |  |
| --- | --- |
| Is the Certification intended to be registered with EESS? (additional fee may apply in the future). | Yes  No  If **Yes** fill out the details below. If **No** proceed to Part 6. |
| Equipment Generic Name (optional) |  |
| Climate Class(1) |  |
| Detachable Plug Portion(1) |  |
| Classification for Protection Against Electric Shock(1) |  |
| Refrigerant Type(1) |  |
| Type of Attachment(1) |  |
| Type of Fixing(1) |  |
| Type of Operation(1) |  |
| Type of Use(1) |  |
| Additional Family Parameters (optional) |  |
| Is the above Applicant’s Business Email registered under the Certificate Applicant in the EESS Platform(2) | Yes  No  Unsure |

(1) The answers provided above for EESS submission must apply to all products in this application. Products with different characteristics to the above needs to be submitted in different applications.

During the technical review of this application more information for EESS submission will be required, and you will be contacted at that time.

(2) The email address used here must match the one used by the Certificate Holder to register as a Certificate Applicant on the EESS platform. If the Certificate Holder has not registered as Certificate Applicant on the EESS platform then Global-Mark will use the above details to register the Certificate Holder as a Certificate Applicant on the EESS platform and the Certificate Holder will need to use that email for all subsequent EESS submissions, regardless of which certifier they choose to use.

**Part 6: Details of Factory**

|  |  |
| --- | --- |
| Factory name | {factory\_name} |
| Factory’s Address (Street, City, State, Postal Code, Country) | {factory\_info} |
| Factory’s Contact Person |  |
| Factory’s Email contact (should be under the Factory’s control, and not subject to change) |  |
| Factory’s Phone Number | **Country Code**       **Number** |

# Part 7: For Modifications to an Existing Certificate

|  |  |
| --- | --- |
| Explain the nature of the Product modification(s) (e.g. alternative trade names, model numbers, alternative components etc. ) |  |

# Part 8: For a Certificate Renewal declaration

|  |  |
| --- | --- |
| We confirm and declare that there has been no change to our certified product(s). If so please tick if “yes” |  |

# Part 9: Compliance Folder content (additional information may be requested by Global-Mark)

|  |  |  |  |
| --- | --- | --- | --- |
| **Test Report Number** | **Issuing Laboratory** | **Date of Issue** | **Standard(s)** |
| {report\_number} | {issuing\_lab} | {date} | {standard} |
|  |  |  |  |

# Part 10: Invoicing

|  |  |  |
| --- | --- | --- |
| **Invoice to be made out to (please tick):** | Certificate Holder | Consultant |

# Notes and conditions

* **Application Fee** is applicable upon signing this document and does not depend on the publication of the Certificate.
* The application fee to review additional test reports/standards $180/ report/standard
* **Response Time:** this is defined as the duration it will take Global-Mark to process and formally reply to your application.
* It is assumed that information submitted will be complete, correct and demonstrate compliance. Should information be incomplete or not-correct, additional follow up, reviews and time may be required, and this may be charged on the basis of $250 per hour, plus GST if applicable
* Fees are in Australian Dollars, and GST is payable for Australian based clients
* Please note that this schedule of fees is subject to review
* This document should read in conjunction with the Welcome Pack, available on our web site: [www.global-mark.com.au](http://www.global-mark.com.au), which presents the full terms and conditions, certification rules and process, certification programs, and rules governing certification marks.
* An electronic copy of your certificate of approval will be issued at no cost.
* This document can be used as a Tax Invoice when making and paying fees (mentioned above).

# Declaration and Signature (SIGNED BY THE COMPANY SEEKING CERTIFICATION)

I am authorised by the company applying for certification to sign this form, and to commit the company to the terms and conditions of the agreement Global-Mark Pty Ltd.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Signature:** |  | **Name of Signatory:** | **Date:** |  |

(in English)

# Schedule of fees – EPSC Scheme – Valid for applications processed after 1/1/2025

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Response Time/ Fees** (in AU$) ex GST | | |
| **Activity** | **Normal Service**  (5 working days\*) | **Priority Level 1**  (1 working day\*) | **Priority Level 2**  (3 working day\*) |
| New certification/Co Approval | $725 | $1415 | $1070 |
| Modification to certification (non technical) | $345 | $575 | $460 |
| Modification to certification (technical) | $460 | $805 | $630 |
| Re-Certification | $725 | $1415 | $1070 |
| Transfer | $460 | $805 | $630 |
| Electric vehicle chargers | $1415 | $2685 | $1735 |
| Extra Report / Standard (> 100 pages) | $180 | $180 | $180 |
| Extra Products (long list >150 models) | $100 | $100 | $100 |

The application fee to review additional test reports/standards $180/report/standard

(\*): excludes weekends and Australian public holidays

# Payment details (required to process application)

Electronic Transfer: Bank: National Australia Bank, Chatswood NSW

BSB: 082-201, Account Number: 57888 0622, Account Name: Global-Mark Pty Ltd

SWIFT Code: NATAAU 3302S

Credit Card Payment:

|  |  |  |
| --- | --- | --- |
| VisaMaster Card | Card Number: | |
| Amount to be debited: AU$ | Expiry Date:      /      (mm/yy) | Security Code: |
| Signature of Card Holder: | Card Holder Name: | |

**End of the document**