|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| This application is regarded as | | | | | |
|  | **First process** order number- / serial number-related product documentation | | | | |
|  | The required retention period of ten years begins with receipt of the product documentation at IBExU. Further products with reference to the submitted product documentation are not placed on the market. After expiry of the required retention period, the product documentation will be shredded. | | | | |
|  | **First process** type- / production series-related product documentation | | | | |
|  | The required retention period of ten years only begins after IBExU has been informed in writing about the last placing of a product of this type / production series on the market. From the eleventh year after receipt of the product documentation (initial process), the economic operator will be charged for annual follow-up fees according to the current price list. After expiry of the required retention period, the product documentation will be shredded. | | | | |
|  | **Addition / amendment** | relates to the first process: | | | | |
|  | Deposition no. (archive no.): nnn/yy | | | | Order handling no.: IByy60001/nnn |
|  | Note: In the acknowledgement of retention / deposition of a product documentation the product details of the first process are used. | | | | |
|  | **Information about the last placing on the market** | relates to the first process: | | | | |
|  | Deposition no. (archive no.): nnn/yy | | | | Order handling no.: IByy60001/nnn |
|  | The last product of this type / production series whose product documentation is stored under the afore-mentioned deposition no. (archive no.) has been placed on the marked on      . As required in Directive 2014/90/EU, the retention period of ten years will start with receipt of this application at IBExU corresponding to the specified date. | | | | |
|  | **Change of contact details** | relates to the first process: | | | | |
|  | Deposition no. (archive no.): nnn/yy | | | | Order handling no.: IByy60001/nnn |
|  | **Change of contact details** | relates to all first processes before: | | | | |
|  | Deposition no. (archive no.): nnn/yy | | | | Order handling no.: IByy60001/nnn |
|  | Note: The changes will be transferred to all depositions in question that were handled before the specified first process. | | | | |
|  | | | | | |
| **Our order no.** please enter your order no. here | | | | | |
|  | | | | | |
| Language for the acknowledgement of retention / deposition of a product documentation | | | | | |
|  | German | Standard | | | | |
|  | In addition in | | | | |
| The applicant is | | | | | |
|  | Manufacturer | Name Street name and house number Postcode Place Country UID (please specify it for EU country) | | | |
|  | Authorised representative of the manufactuerer | Name Street name and house number Postleitzahl Place Country UID (bei EU-Ausland bitte angeben) | | | |
|  | Please submit the written assignment of the manufacturer. | | | | |
|  | Other economic operator in accordance with Directive 2014/90/EU | Name Street name and house number Postcode Place Country UID (please specify it for EU country) | | | |
|  | | | | | |
|  | Invoice recipient (if different) | Name Street name and house number Postcode Place Country UID (please specify it for EU country) | | | |
| The deposition comprises (details to the product) | | | | | |
| Product designation\* | | | | | |
|  | | | | | |
| Type\* | if applicable | | |  | | Production series\* | if applicable |
|  | | |  | |  |
| Order\* | if applicable | | |  | | Serial number\* | if applicable |
|  | | |  | |  |
| Ex marking | | | | | |
|  | | | | | |
| \* Details are used in the acknowledgement of retention / deposition of a product documentation. | | | | | |
|  | | | | | |
| Contact person for the deposition | | | | | |
| Surname Name | Position / Division | Telefone | Email | | | | | |
| Declaration | | | | | |
| With submission of this application we are agreeing with the General Terms and Conditions of IBExU Institut für Sicherheitstechnik GmbH. | | | | | |
|  | | |  | |  |
| Place | Date | | |  | | Name in block letters | Signature |
| Enclosures with this application | | | | | |
|  | | | | | |
|  | | | | | |
| Do not fill in - it will be filled in by IBExU | | | | | |
| Deposition no.: \_\_\_\_\_\_/\_\_\_\_\_\_\_\_ | | | | Order handling no.: IB\_\_\_\_60001/\_\_\_\_\_\_ | |
| Invoice no.: \_\_\_\_6\_\_\_\_\_\_ | | | |  | |