# 1. Applicant / Certificate Holder Details

**Company Name:** Company Name or UL Account# / PSN#

**Company Address:** Company Address *(can leave blank if UL Account# or PSN is provided)*

**EESS System ID:** EESS Platform ID / Business email id

**Contact Person:** Name **Position:** Position or Title

**Contact Email:**  email address **Contact Phone:** phone number

**Terms and Conditions:** ANZ Certification Scheme Services are governed by and incorporate by reference the following terms and conditions which you have previously accepted:   
[Global Services Agreement (GSA)](https://www.ul.com/contracts) + [ANZ Certification Program Services](https://www.ul.com/resources/contracts/gsa-service-terms).

The terms and conditions take precedence over any pre-printed, additional, or different terms and conditions on your requests for quotation, POs, invoices, sales or marketing materials, or other business documents.

By signing below you certify that you have read and agreed to the referenced terms and conditions; you are authorized to make this declaration on behalf of your company, and authorize us to commence work on the services.

**Authorised Signature:**  **Date:** YYYY-MM-DD

**Name and Position:** Name, Position

*(if different from above)*

For a copy of your terms and conditions on file please call your local customer service representative or send a request to your local customer service contact via the form on <https://www.ul.com/contact-us> .

# 2. Agent Details

Send certificate to agent.

**Agent Company Name:**  Agent Company Name

**Agent Company Address:** Agent Company Address

**Agent Contact Person:** Agent Contact Person Name

**Agent Contact Email:**  email address **Contact Phone:** phone number

# 3. Certification Request (New / Renewal / Modification)

**Australia and New Zealand required** OR  **Australia only required**

**New Certificate**

|  |  |  |
| --- | --- | --- |
| [**EESS IN-SCOPE**](https://www.eess.gov.au/equipment/risk-level-definition/)  Issue a CoCA (RECS/REAS combo), CoC (RECS only) or CoS (RECS only).  Rating within 50 – 1000 VAC /  120 – 1500 VDC and primarily household, personal and similar use  EESS Access Token: if required | [**EESS OUT-OF-SCOPE**](https://www.eess.gov.au/equipment/not-in-scope/)  Issue a Voluntary CoS (JAS-ANZ).  **Cannot** be uploaded to EESS certification site  Rating < 50 VAC or > 1000 VAC  or < 120 VDC or > 1500 VDC  or exclusively for Commercial or Industrial use | [**NSW CoA**](https://www.fairtrading.nsw.gov.au/trades-and-businesses/business-essentials/selling-goods-and-services/electrical-articles/approval-of-electrical-articles)  Issue a CoA (REAS only).  NSW E-Mobility / NSW declared articles.  **Cannot** be uploaded to EESS certification site |

**Existing Certificate:** ULL-123456  **Renewa**l  **Modification**

# 4. Description of Product to be Certified

**Product description:** Description of product exactly as it should appear on the certificate

# 5. Models to be Certified

Certificate to include **ALL** Models and Brands **EXACTLY** as they appear in Test Report: Test Report Reference

Certificate to include the following models;

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **Input** | | | | **Output** | | | |  |
| **Model ref.** | **Brand(s)** | **Model differences**  **(e.g. colour)** | **Voltage**  **(V)** | **Current**  **(A)** | **Power**  **(W)** | **Freq.**  **(Hz)** | **Voltage**  **(V)** | **Current**  **(A)** | **Power**  **(W)** | **Freq.**  **(Hz)** | **OEM Model ref.**  **cross-reference** |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
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Please enter information above **EXACTLY** as it should appear on the certificate (including full model details for EESS in-scope equipment).

Publicly viewable rating artwork and product photograph image files will be required for EESS in-scope equipment certificates in the future.

Please use the following filename format: **RL-*ModelRef*.png** (rating label) and **TN-*ModelRef*.png** (product external photograph).

*ModelRef* is replaced by actual modelref. Format is JPEG or PNG only.

# 6. Modification Details

Please include details of changes to the certified models / alternative brands to be added;

|  |  |
| --- | --- |
| **Model ref.** | **Details of change(s)** |
|  |  |
|  |  |
|  |  |

# 7. Manufacturer Information

Same as Applicant / Certificate Holder

Same as Test Report: Test Report Reference

|  |  |
| --- | --- |
| **Manufacturer** | **Address** |
| Name or UL PSN# | Address *(can leave blank if PSN provided)* |
| Name or UL PSN# | Address *(can leave blank if PSN provided)* |
| Name or UL PSN# | Address *(can leave blank if PSN provided)* |
| Name or UL PSN# | Address *(can leave blank if PSN provided)* |

*NOTE: Manufacturer is the entity who owns or operated the physical location where the end product is produced/assembled. The address is the physical location where the production/assembly occurs.*

# 8. Other Information

Please add any additional information in support of this request below;

|  |
| --- |
|  |

# 9. Check List (Customer Use)

Please check that you have provided us with the following information and/or documents;

Test Report(s) demonstrating compliance with applicable AS/NZS electrical safety standard(s).

CB Certificate(s) for all CB test reports.

Marking artwork intended for Australian / New Zealand market - will be publicly viewable on EESS portal.  
 *(EESS must have filename of RL-ModelRef.png or RL-ModelRef.jpeg for upload)*

User Instructions intended for Australian / New Zealand market.

Colour Photographs of product to be certified - will be publicly viewable on EESS portal.  
 *(EESS must have filename of TN-ModelRef.png or TN-ModelRef.jpeg for upload)*

Test Report(s) for any sub-assemblies or where testing was waived in main product reports.

Luminaires - Test report(s) for any internal control-gear components.

**Supply Connection:**

Supply Terminals for Fixed Wiring.

Appliance Inlet.

Integral Plug Pins ( AS/NZS 3112 Appendix J report required).

Supply Plug and  Flexible Supply Cord.

|  |  |  |
| --- | --- | --- |
| **Supply Plug** | | |
| **Brand/Trade name** | **Model** | **Australian Approval Number** |
| Brand | Model ref | Certificate or Approval reference |
| Brand | Model ref | Certificate or Approval reference |
| Brand | Model ref | Certificate or Approval reference |

|  |  |  |
| --- | --- | --- |
| **Supply Cord** | | |
| **Brand/Trade name** | **Model** | **Australian Approval Number** |
| Brand | Model ref | Certificate or Approval reference |
| Brand | Model ref | Certificate or Approval reference |
| Brand | Model ref | Certificate or Approval reference |

*IMPORTANT: A Supply Cord must be marked with an Australian Approval Number unless it is directly connected to the equipment and is marked in accordance with the CENELEC HAR marking scheme for flexible cords.*

**Australian Approvals for other components**

|  |  |  |  |
| --- | --- | --- | --- |
| **Component** | **Brand/Trade name** | **Model** | **Australian Approval Number** |
| Component | Brand | Model ref | Certificate or Approval reference |
| Component | Brand | Model ref | Certificate or Approval reference |
| Component | Brand | Model ref | Certificate or Approval reference |
| Component | Brand | Model ref | Certificate or Approval reference |
| Component | Brand | Model ref | Certificate or Approval reference |

*Note: The following components / parts require their own* ***separate*** *Australian approval certificate documents: Appliance connector, Bayonet lampholder, Cord extension socket, Cord-line switch,   
DC Isolator, Edison screw lampholder, Fluorescent lamp ballast, Fluorescent lamp starter,  
Lampholder adaptor, LED lamp, Miniature overcurrent circuit breaker, Plug, Residual current device,  
Supply Flexible Cord.*