



# QUALITY AUDITING INSTITUTE

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## APPLICATION FOR CERTIFICATION

In order to ensure an orderly processing of your request for certification, it is essential that this application for certification be completed in its entirety and signed by a duly authorized representative of the company.

Full legal name of company requesting certification:

\_\_\_\_\_  
\_\_\_\_\_

Mailing address:

\_\_\_\_\_  
\_\_\_\_\_

Work / Plant location:

\_\_\_\_\_  
\_\_\_\_\_

Primary Contact:

NAME	PHONE	FAX
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Secondary Contact:

TITLE	EMAIL
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NAME	PHONE	FAX
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Scope of desired certification:

TITLE	EMAIL
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Please list all essential elements of the product(s) to be certified, such as: product definition, models to be listed, applicable ratings, destination of export, standards against which each product is to be certified (if known)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reviewed By (QAI Initial): \_\_\_\_\_

Is the product currently listed by a recognized Listing Body?

Yes  No

Certification Organization: \_\_\_\_\_

File Number: \_\_\_\_\_

Is this the first time an application has been made to a recognized Listing Body to have this product evaluated?

Yes  No

**In making this application the applicant agrees as follows:**

1. The applicant agrees to comply with the requirements for certification and to supply any information needed for evaluation of products to be certified.
2. The applicant agrees to make claims regarding certification only in respect of the scope for which certification has been granted.
3. The applicant agrees to not use its product certification in such a manner as to bring Quality Auditing Institute (QAI) into disrepute and does not make any statements regarding its product certification which QAI may consider misleading or unauthorized.
4. Upon suspension or cancellation of certification, the applicant agrees to discontinue its use of all advertising matter that contains any reference thereto and return any certification documents as required by QAI.
5. The applicant agrees to use certification only to indicate that products are certified as being in conformity with specified standards.
6. The applicant will endeavor to ensure that no certificate or report nor any part thereof is used in a misleading manner.
7. The applicant agrees that in making reference to its product certification in communication media such as documents, brochures or advertising, such communication will comply with the requirements of QAI.

Applicant Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewed By (QAI Initial): \_\_\_\_\_

## Client Billing Information

Full Name  
of Company

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Mailing address

.....

.....

.....

Phone Number

.....

Fax Number

.....

Accounts Receivable  
Information:

Contact Name

.....

Phone Number

.....

E-mail (optional)

.....

Fax Number

.....

Accounts Payable  
Information:

Contact Name

.....

Phone Number

.....

E-mail (optional)

.....

Fax Number

.....

Preferred Method  
of Invoicing

Standard Letter Mail

Fax

E-mail

Reviewed By (QAI Initial): \_\_\_\_\_