



Application for Certificate of Factory Production Control
for UKCA Marking purpose (EN1090)



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The Application shall be drawn up by the manufacturer or by their authorised representative.

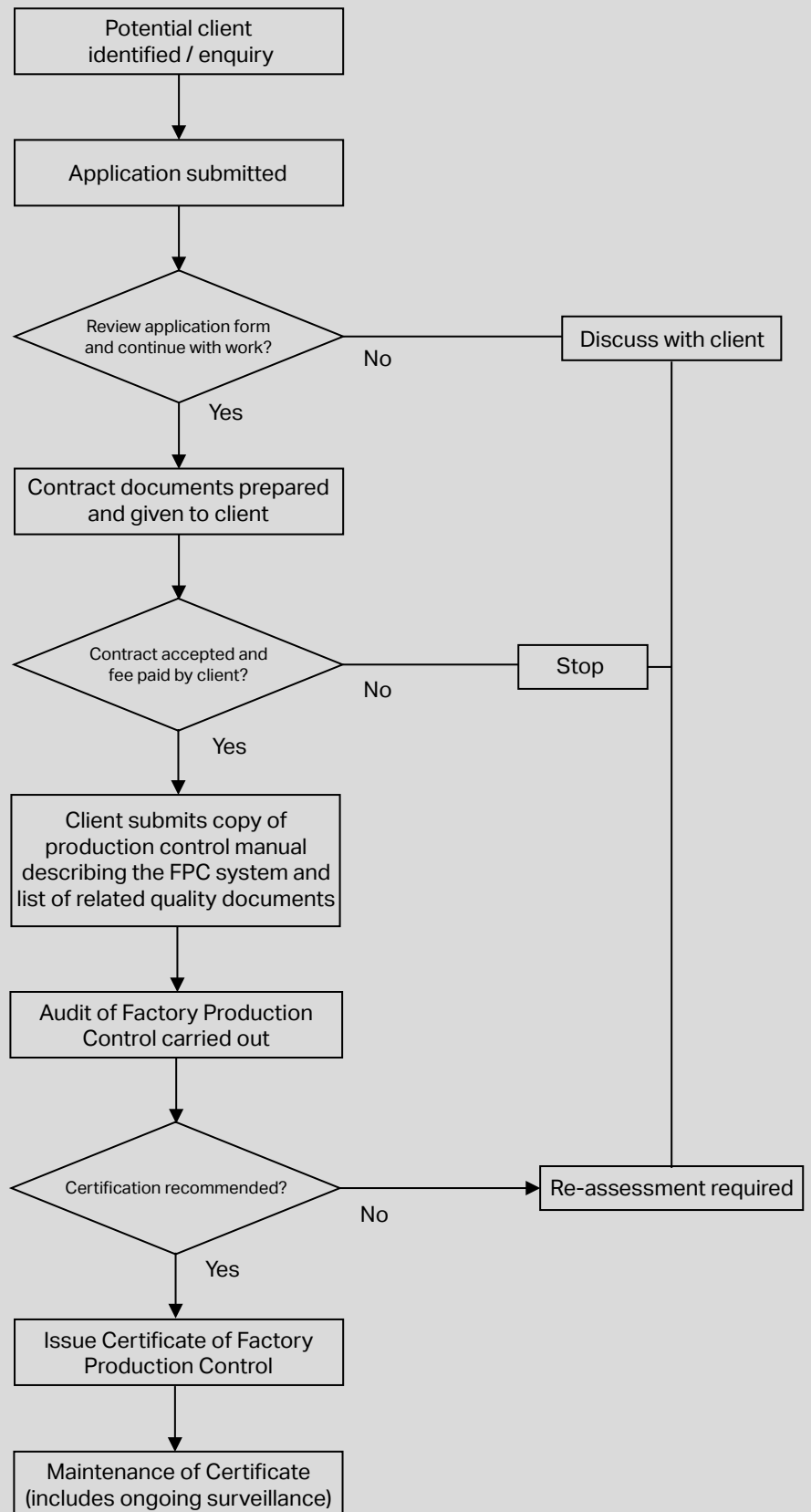
The BBA will prepare a contract for a Certificate of Factory Production Control on the basis of the information set out in this short Application Form. It is important that your requirements are fully and precisely defined within this document as a failure to do so could result in errors or omissions in the contract.

If there is insufficient space for any of your entries on the form please insert extra pages. If you consider that any of the questions do not apply to your product, mark as 'not applicable'. Please do not leave any sections blank.

Information supplied by you will be treated in confidence and will not be disclosed, other than as required: to any third party that the BBA instructs or consults in connection with your application; under statute; or by English law.

If you have any queries, please contact BBA Client Services at clientservices@bbacerts.co.uk or your existing BBA Sales contact.

The flow chart below indicates the BBA's work process, from receipt of initial enquiry to issue of a Certificate of Factory Production Control.



Section 1 - Applicant Details

1.1 Company details (as should appear on the issued Certificate)

Registered Company name	
Trading as	
Address	
Town/City	
County	
Postcode	
Country	
Company email	
Website	
Main telephone number	
Registered address if different	
Number of employees	
Annual turnover (£s)	
Company Registration Number	
VAT Number (UK clients only)	

1.2 Main Contact details

Name	
Postion	
Email	
Contact number	

(1) It is recommended that the Applicant appoints a competent person who will be responsible and empowered to act as the contact during the approval process and give conclusive answers to any technical and procedural questions from the BBA.

Section 2 - Manufacturing Location(s)

Please define all locations at which the product / system or its critical components are manufactured for the UK market.

Note: If product is manufactured at more than one site for the UK market, please give full details of all locations.

Product name(s)	
Manufacturer's name	
Contact name / role	
Contact email address	
Address	
Town / City	
County	
Postcode	
Country	
ISO 9001, ISO 14001, ISO 45001 or OHSAS 18001 / other certification? If yes please indicate certification bodies if known.	

Product name(s)	
Manufacturer's name	
Contact name / role	
Contact email address	
Address	
Town / City	
County	
Postcode	
Country	
ISO 9001, ISO 14001, ISO 45001 or OHSAS 18001 / other certification? If yes please indicate certification bodies if known.	

Section 3 - Product Specification

Need help filling out this form?
Please contact us on:
01923 665300
clientservices@bbacerts.co.uk

Product Name	
Product use (E.g. insulating walls, coating masonry)	

3.1 Product range. Define the sizes, colours, grade, finishes, materials and weights in which the product is supplied. Data sheets may be attached.

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Scope & applicable standard	
Product name/s: or provide product groups. <i>These will be detailed on your certificate</i>	
Declaration method: 3a and/ or 3b according to table	
Consequence Class	
Service Category	
Production Category	
Execution Class/es:	
Parent Material/s	
Eg: S235, S275, S355	
Welding Process/es:	
Eg: MIG, MAG TIG MMA	
RWC Name:	

N.B – Please note this section needs to be completed in order for the application to be processed.

Section 3 - Product Specification... continued

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3.2 Harmonised standard/ETA reference number against which assessment is required

3.3 Fill in the options below:

Do you supply to the UK only?	Yes	No
Do you supply to the EU?	Yes	No
Are you already CE Marking the product(s)?	Yes	No
If yes, we may be able to work with your existing Notified Body to provide both Certificates based on a single inspection. If you would like to explore this option, please give details of your Notified Body below, including contact details of an individual who we can approach.		

Section 4 - Any other information

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Please use this space to add anything else you consider relevant to this application.

Signed for the Applicant	
Name (BLOCK CAPITALS)	
Company Name	
Job title	
Date	
Scan or insert e-signature	

Return the application form by email to clientservices@bbacerts.co.uk or post to: **British Board of Agrément, 1st floor, Building 3, Hatters Lane, Croxley Park, Watford, WD18 8YG**



Find out more here:
<https://www.bbacerts.co.uk>

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