



## APPLICATION REGISTRATION FORM

For GulfTIC use only:	
Application No.:	
Date Received:	
Received By:	

<b>Registration Type</b>	<input type="checkbox"/> ECAS <input type="checkbox"/> EQM <input type="checkbox"/> Halal
<b>Application Type</b>	<input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Extension <input type="checkbox"/> Reduction

### 1. REQUIREMENTS FOR REGISTRATION

Documents Required for Halal Certificate Application	
<input type="checkbox"/> Valid Industry/Trade License (For Companies within UAE)	<input type="checkbox"/> Ingredients List Template issued by the manufacturer
<input type="checkbox"/> Declaration of Conformity by the Applicant on the Product(s) for Registration using the Applicant's Official Letterhead	<input type="checkbox"/> Controlled Copy of relevant QMS/HACCP Manual (Soft Copy/in CD/DVD)
<input type="checkbox"/> Certification Agreement	<input type="checkbox"/> Test Report from recognized Testing Laboratory
<input type="checkbox"/> Finished Product List Template under certification issued by the manufacturer	<input type="checkbox"/> Artwork of the labels, logos as required by Specific Standard
<i>Note: Other requirements maybe required by GulfTIC if deemed necessary to ascertain compliance to the applicable standards prior to product registration.</i>	

### 2. APPLICANT DETAILS

2.1 Applicant Details			
Trade License No.		Validity	
Company Name (As stated in the License):			
Address:			
P.O Box:			

### 2.2 Management Representative (Person responsible for registration of Product)

Contact Name:					
Designation:					
Telephone:		Fax:		E-mail:	

### 2.3 Details of Manufacturer of Product (Use Separate Paper if necessary) (Write "NA" if manufacturer is applicant)

Name of Manufacturer					
Mailing / Site Address:					
Contact Person:					
Designation:					
Telephone:		Fax:		E-mail:	

### 3. PRODUCTS DETAILS (USE SEPARATE PAPER IF NECESSARY)

Specify Product Category:	
Product Code (refer Table A.1 below)	
Number of Product variety under Product Category:	
Brand Name	
Specific Product Standard/Technical Regulation used:	

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Number of products to be certified		Total Number of Products produced in the factory	
Number of HACCP Studies at facility:			
Number of Employees at site:			
Were the manufacturing unit certified HACCP/FSMS/GMP (If Yes please specify)	Yes/No		
Is any process of production outsourced or carried out in another facility?	Yes/No	Specify details, if YES	
Prepare separate sheet for product details or contact customer care for the format halal@gulftic.com			
<b>4. Scope of Halal Certification (Activities/Products/Location)</b>			
Specify Scope of certification:			
<b>5. Halal Standards of Audit Applied for (Select):</b>			
<input type="checkbox"/> UAE.S GSO 2055-1:2015 – Requirements for Halal Food			
<input type="checkbox"/> UAE.S GSO 2055-4:2015 – Requirements for Halal Cosmetics			
<input type="checkbox"/> UAE.S GSO 993:2015 – Animal Slaughtering Requirements			

**Table A.1 — Halal product/service categories**

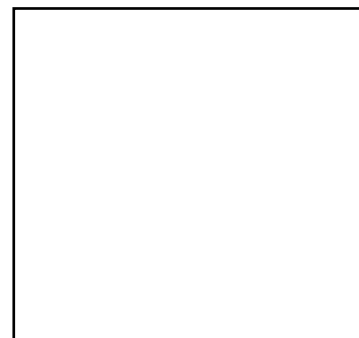
Category codes	Categories	Examples of sectors
A	Farming 1 (Animals)	animals; fish; egg production; milk production; beekeeping; fishing; hunting;
B	Farming 2 (Plants)	fruits; vegetables; cereals; spices; horticultural products
C	Processing 1 (Perishable animal products)	includes all activities after farming, e.g. animal slaughtering, poultry, eggs, dairy and fish products
D	Processing 2 (Perishable vegetable products)	fresh fruits' fresh juices; preserved fruits; fresh vegetables; preserved vegetables
E	Processing 3 (Products with long shelf life at room temperature)	canned products; biscuits; snacks; oil; drinking water; beverages; pasta; flour; sugar; salt
F	Feed production	animal feed; fish feed
G	Food Service	hotels; restaurants
H	Distribution	retail outlets; shops; wholesalers
I	Services	water supply; cleaning; sewage; waste disposal; product development, process and equipment; veterinary services, Islamic financial services
J	Transport and storage	transport and storage
K	Equipment manufacturing	Industrial equipment; vending machines
L	Chemical and Biochemical manufacturing	Food additives; dietary supplements; cleaning agents; processing aids, microorganisms
M	Packaging and wrapping material manufacturing	packaging and wrapping material
N	Other materials manufacturing	cosmetics, textile, leather products etc.

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### 1. AGREEMENT FOR PROVISION OF CERTIFICATION SERVICE

- 4.1 The applicant hereby confirms that the information provided in this application form is true and correct.
- 4.2 The applicant acknowledges that it has received and agrees to abide by the following contractual documents:
  - 4.2.1 Compliance of the Product at all times to the UAE National Standards and/or to the UAE adopted International Standard
  - 4.2.2 Compliance Requirements stated in the relevant Technical Guidelines/Regulations/laws and Management System Requirements.
  - 4.2.3 The Applicant hereby undertakes to support the certification procedure, provide any information related to this Application as requested by the Gulftic, and allow Gulftic authorized personnel to carry out the audit of the factory.
- 4.3 If the product is no longer in the market, please inform Gulftic immediately in order to withdraw registration.
- 4.4 This application is not considered as a proof/evidence that the product is complying with the applicable regulation/laws and it gives authority to Gulftic to verify compliance to the National or internationally approved standards and the requirements of the applicable regulations/laws.
- 4.5 After reviewing and approving the contents of this signed application and the attachments, a Certificate of Conformity is issued.
- 4.6 Renewal of the Certificate of Conformity should be done at least one month before the end of validity of the Certificate of Conformity.
- 4.7 This application is valid for six (6) months from date the application was made. Application shall expire if no assessment is conducted or if the requirements for product registration were not completed.
- 4.8 Fees paid are non-refundable.
- 4.9 This document including the documents submitted as part of this application will be kept confidential by Gulftic but might be disclosed as per the requirement of the scheme/law/regulation or upon prior approval/consent from the applicant.
- 4.10 Gulftic can decline to accept an application or maintain a contract for certification from a client when fundamental or demonstrated reasons exist, such as the client participating in illegal activities, having a history of repeated non-compliances with certification/product requirements, or similar client-related issues.
- 4.11 The applicant agrees to report to Gulftic all perceived risk to impartiality in all its certification activities and to allow Gulftic to conduct all certification activities in an impartial and non-discriminatory manner.
- 4.12 Complaints, appeals, disputes or suggestions relevant to this application shall be reported to Gulftic in writing to follow the Gulftic internal procedure.
- 4.13 The applicant agrees to keep all complaints related to the products stated in this application and shall make it available to Gulftic when requested.
- 4.14 The applicant agrees to inform Gulftic of any use of outsourced processes that will affect the conformity of the product to the requirements of Gulftic.
- 4.15 The applicant shall inform Gulftic of any changes made to the product and/or its components which may make the product differ in design/performance/type from the products declared in this application.

**Signed:** \_\_\_\_\_  
**Name:** \_\_\_\_\_  
**Designation:** \_\_\_\_\_  
**Company Name:** \_\_\_\_\_  
**Date:** \_\_\_\_\_



Company's Official Stamp

Submit the completed application form to:

Conformity Assessment Department  
**Gulftic Certification L.L.C.**  
 P.O. Box 97156, Dubai, UAE  
 Tel: 971 4 272 1285, Fax: 971 4 2721612