

"Guide": Approval as repairer of EPAL box pallets

1. **You** send an informal request to us for approval as EPAL repairer of EPAL box pallets (e.g. via e-mail).
2. **We** send out various documents to you.
3. **You** are asked to sign the enclosed commitment after studying these documents and to send it back jointly with a copy of your business registration.
4. **You** are asked at the same time to transfer a *one-off* processing fee of **€ 550** (exc. VAT) to our account n° IBAN: DE05 3056 0548 0415 2020 16, BIC: GENODED1NLD at the VR Bank eG.
5. **We** process your application and instruct our international inspection company **Bureau Veritas** to carry out an evaluation visit.
The costs for this evaluation visit amount to 600 € per day (excl. VAT) which we would like you to pay after having received the corresponding invoice.
After we will have received the amount for the evaluation visit on our account, Bureau Veritas will get in touch with you and you will agree upon a date for inspection visit with them.
6. At the date of inspection you shall prove that you possess of the following:
 - a) A certificate of qualification similar to the *Small Proof of Aptitude* as per DIN standard 18800-7
 - b) Welding device
 - c) Welding appliances
 - d) Riveting machine
 - e) Adjusting device
 - f) Painting device (dipping bath or spraying method)
 - g) Paint layer thickness measuring device
 - h) True to size repairing material
 - i) Torque wrench
 - j) One copy of the UIC code 435-2 and 435-4 respectively
 - k) Twenty repaired EPAL box pallets as construction samples
7. **Bureau Veritas** sends its inspection report to us. When the inspection is positive, we send to you the mark licensing agreement with your registration number in duplicate.
8. **You** sign both copies and send them back to us.
9. **We** send one countersigned copy as well as your certificate of approval back to you.

10. **You** may commence the repair of EPAL box pallets immediately upon receipt of the EPAL certificate.

From now on **Bureau Veritas** will inspect your repairing site and your repaired EPAL box pallets regularly and spontaneously, but at least once in a month.

11. **You** now order a respective number of green repairing seals with your registration number at the General Secretariat.

12. **Bureau Veritas** places green repairing seals with the Bureau Veritas-Number 999 at your disposition until the delivery of your first order, so that you are allowed to put your repaired EPAL box pallets in circulation. **We** charge these repairing seals at your costs.
The repairing seal must be added as the last working cycle at the repairing site.

13. **You** report until the tenth of each month the numbers of repaired EPAL box pallets in the previous month to EPAL.

We charge graduated repair inspection fees based on this report.

14. **We** charge an annual user fee totalling

€ 2,500 (excl. VAT) for countries with National Committee,
€ 650 (excl. VAT) for countries without National Committee.

This permits the lawful use of the protected trademarks. In the first year the fee will be charged proportionately with effect from the date of the licensing.

In all member countries of EPAL, the repair of EPAL box pallets without EPAL licence will be prosecuted.

European Pallet Association e.V.

Update: June 2016