

'Guidelines': Approval as producer of EPAL CP pallets

1. **You** send us an application for EPAL approval as a producer of EPAL CP pallets (this can just be an email info@epal-pallets.org).
2. **We** then send you various documents.
3. **You** sign the enclosed note of obligation after studying these documents and send them back to us with a **copy of your business registration.**
4. **We** will instruct our competent international **inspection company** to carry out an evaluation visit.
5. **On the day of the evaluation visit** please provide proof of the following:
 - a) an equipped production facility
 - b) various tools (saws, etc.)
 - c) various machines, if not integrated into the facility:
 - cutting machine for boards (alternatively: buy in boards)
 - cutting machine for blocks (alternatively: buy in blocks)
 - planing machine (not strictly necessary)
 - nailing machine for legs
 - nailing machine for decks
 - nailing machine for assembly
 - chamfering equipment for bottom boards (not strictly necessary)
 - branding device with branding plates
 - corner cutting device

NOTE:

Manual production is possible as an alternative to machine production.
Then the following are compulsory:

- dimensionally accurate templates for leg production
- dimensionally accurate templates for top deck production
- a dimensionally accurate template for assembly
- dimensionally accurate templates for nail positioning
- nailing devices

The following apply generally to both production types:

- a) dimensionally accurate materials
- b) approved nails according to the EPAL-approved list
- c) a version of the Technical Regulations for each CP pallet type 1-9
- d) a staple gun (not compulsory but useful)
- e) digital calipers; one each of 1,500 mm and 300 mm

NOTE: if you have no staple gun, our inspection company will invoice the additional cost for monitoring stapling.

- f) a wood moisture meter
- g) 100 newly produced EPAL CP pallets as test models

7. Our competent inspection company will forward the assessment report to us. After examining this, we will send you, in duplicate, our trademark licensing agreement with your approval number.

8. You then sign both copies and send one back to us.

9. We then send you a countersigned copy as well as your approval certificate.

10. You may start to produce EPAL CP pallets as soon as you have received the approval certificate.

11. You report to EPAL the number of EPAL CP pallets that you have produced. Subsequently our inspection company will get in touch with you and you arrange a date for a (*chargeable*) inspection of the EPAL CP pallets that you have produced.

If your inspection has a positive outcome, our competent inspection company will provide you with EPAL control staples corresponding to the number of pallets in the test lot presented.

If your inspection has a negative outcome, it will be decided if the rejected EPAL CP pallets could be reworked, or if the marking has to be removed.

12. EPAL calculates the graduated inspection and licence fees on the basis of the presented test lots. For fee enquiries, please contact EPAL directly.

13. After 6 months you have the opportunity of applying for Level 2 approval (self-monitoring), as long as you can demonstrate continuous production which complies to the standards and the checks by our inspection company in this time show no serious faults.

14. We raise an invoice for the licensing fees annually, so that you may use the trademarked symbols legally.

European Pallet Association e.V.

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