

**Annex I: Master Data Sheet for Standard Usage Agreement**

Version 01 September 2019

**Please fill out this Master Data Sheet entirely. Please fill out in printed form.  
Missing or illegible information will keep us from processing your agreement.  
Please do not staple the pages together.**

**Type of request:**

- Conclusion of Standard Usage Agreement
- Special case: document check for agricultural micro-businesses<sup>1</sup>
- Subsequent site registration<sup>2</sup>

**1. Company/Business Data**

<i>a) Name and address of your company/ business</i>	<i>Legal form</i>
<i>Legal representative of your company/ business</i>	
Name	Email
VVVO number (if available)	Commercial Register Number/ Register of Association
<i>b) Contact person for VLOG certification in your company/business</i>	
Name	Telephone
Email	Fax

<sup>1</sup> E.g. less than 50 beehives, less than 10 dairy cows, less than 350 laying hens. For further information regarding document check, please contact VLOG.

<sup>2</sup> For businesses that have already concluded a Standard Usage Agreement with VLOG and wish to include other sites in the certification.

If available: Other, legally not independent sites of your company/ business that are included in the VLOG certification.<sup>3</sup>

A separate agreement is to be filled out for each legally independent site.

<p><b>c) Name of your site</b></p> <p>Address</p> <p>VVVO number (if available)</p> <p><b>VLOG sub-ID (to be entered by VLOG)</b> _____</p>	<p><b>Contact person at the site</b></p> <p><input type="checkbox"/> same as in 1. b)</p> <p>Name</p> <p>Telephone</p> <p>Email</p>
<p><b>d) Name of your site</b></p> <p>Address</p> <p>VVVO number (if available)</p> <p><b>VLOG sub-ID (to be entered by VLOG)</b> _____</p>	<p><b>Contact person at the site</b></p> <p><input type="checkbox"/> same as in 1. b)</p> <p>Name</p> <p>Telephone</p> <p>Email</p>
<p><b>e) Name of your site</b></p> <p>Address</p> <p>VVVO number (if available)</p> <p><b>VLOG sub-ID (to be entered by VLOG)</b> _____</p>	<p><b>Contact person at the site</b></p> <p><input type="checkbox"/> same as in 1. b)</p> <p>Name</p> <p>Telephone</p> <p>Email</p>
<p>For further sites please attach an extra list.</p>	

<sup>3</sup> For group or matrix certification: please do not enter any members or member sites that are part of the group/ matrix; these are listed on a separate member list according to the VLOG Standard.

## 2. VLOG Certification

a) Name of the (planned) certification body that will be carrying out your audit<sup>4</sup>

b) Stage(s)/ sub-stage(s) according to VLOG Standard after which your facility will be audited

### Logistics

- Transport     Storage     Handling     Private Labelling
- Trade/ drop shipping  
 including conversion of single-component feed to "VLOG geprüft"
- of:     Feed     Food

### Feed manufacturing

- Feed manufacturing, processing
- Mobile grinding and mixing facility

### Matrix organisation

- Transport     Storage     Handling     Private Labelling
- Trade/ drop shipping  
 including conversion of single-component feed to "VLOG geprüft"
- of:     Feed     Food
- Feed manufacturing, processing     Mobile grinding and mixing facility

### Agriculture

- Animal production     Animal transport, livestock trade
- Agricultural Group Organisation (animal production)
- Food Processing/ Preparation
- Retail – Sale of bulk food of animal origin (Group organisation)

<sup>4</sup> If more than one certification body is involved, please enter the respective number for the location (1.a), 1.c), 1.d), ...). You must notify VLOG if the certification body changes.

I/ We hereby declare the correctness of the information provided above.

Company:

\_\_\_\_\_  
Place/ Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company stamp

VLOG (only for subsequent site registration):

\_\_\_\_\_  
Place/ Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company stamp