

Annex 1: Master Data Sheet for Standard Usage Agreement

Please fill out this Master Data Sheet *entirely*. Missing or illegible information will keep us from processing your request. Fields marked with * are obligatory.

Type of request*:

- Conclusion of Standard Usage Agreement
- Single certification¹ Group certification² Matrix certification³
- Document check for agricultural micro-businesses⁴
- Subsequent site registration⁵

1. Company/Business Data

a) Name of your company/business (incl. legal form)*		
Address of headquarters*		
b) Legal representative of your company/business*		
Title	<input type="checkbox"/> Ms. <input type="checkbox"/> Mr.	
Name*	Surname*	Email*
c) Contact person for VLOG certification in your company/business*		
Title	<input type="checkbox"/> Ms. <input type="checkbox"/> Mr.	
Name*	Surname*	Email*
Phone*		Fax

¹ First registration of a company/business for the single certification according to VLOG Standard.

^{2,3} Companies that register as organisers of a group/matrix and undertake the coordination of the certification. *Special case:* In case of registration of several groups/matrices by one company, please contact VLOG beforehand.

⁴ 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.

⁵ For companies/businesses that have already concluded a Standard Usage Agreement with VLOG and wish to include other sites in the certification.

If available, please name other, legally not independent sites of your company/business below that are included in the VLOG certification and **involved in the auditing process**.⁶

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

<p>d) Name of site*</p> <p>Address*</p> <p>VLOG-Sub-ID (to be entered by VLOG) _____</p>	<p>Contact person at the site*</p> <p><input type="checkbox"/> see Information under 1. c)</p> <p>Title <input type="checkbox"/> Ms. <input type="checkbox"/> Mr.</p> <p>Name* Surname*</p> <p>Phone*</p> <p>Email*</p>
<p>e) Name of site*</p> <p>Address*</p> <p>VLOG-Sub-ID (to be entered by VLOG) _____</p>	<p>Contact person at the site*</p> <p><input type="checkbox"/> see Information under 1. c)</p> <p>Title <input type="checkbox"/> Ms. <input type="checkbox"/> Mr.</p> <p>Name* Surname*</p> <p>Phone*</p> <p>Email*</p>
<p>f) Name of site*</p> <p>Address*</p> <p>VLOG-Sub-ID (to be entered by VLOG) _____</p>	<p>Contact person at the site*</p> <p><input type="checkbox"/> see Information under 1. c)</p> <p>Title <input type="checkbox"/> Ms. <input type="checkbox"/> Mr.</p> <p>Name* Surname*</p> <p>Phone*</p> <p>Email*</p>
<p>For further sites please attach an extra list.</p>	

2. Information about the certification body

<p>Name of the (planned) certification body that will be carrying out the audit^{7*}</p>

⁶ All premises and buildings of a company at a postal address are considered to be a site. For example, "Bahnhofstraße 3a" or "Wiesengrund 1-5" are considered to be one address. For group or matrix certification: please do not enter any group or matrix members; these do not receive VLOG-Sub-IDs, but must be reported to the responsible certification body by the group or matrix organiser; they are listed on a separate member list according to the VLOG Standard.

⁷ If more than one certification body is involved, please enter the respective site number (1.a), 1.b), 1.c), 1.d), ...). You must notify VLOG if the certification body changes.

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

Standard User:

VLOG (only for subsequent site registration):

Place/ Date

Place/ Date

Signature

Alexander Hissting,
Managing Director VLOG