

# Application Form

**for an approval and surveillance of a Quality Assurance System according to the Measures and Verification Ordinance (MessEV), Measuring Instruments Directive (MID) or Non-Automatic Weighing Instruments (NAWID)**

Please fill in the form and send it back to:

Physikalisch Technische Bundesanstalt  
Conformity Assessment Body 102  
Working Group 9.22  
Bundesallee 100

D-38116 Braunschweig



Physikalisch-Technische Bundesanstalt  
Braunschweig und Berlin

<b>Contact details</b>					
Name of the manufacturer ( <i>according to the Measures and Verification Act [MessEG] *</i> )		<input type="text"/>			
Contact person:	<input type="text"/>	E-Mail:	<input type="text"/>		
		Phone:	<input type="text"/>		
Postal address:	<input type="text"/>		Fax:	<input type="text"/>	
Post code:	<input type="text"/>	City:	<input type="text"/>	Country:	<input type="text"/>
VAT ID ( <i>if domiciled within the EU but outside Germany</i> ):		<input type="text"/>			
*) the name of the company which will place the instrument on the market					
<input type="text"/>					
Name of the applicant ( <i>if different from the manufacturer</i> ):		<input type="text"/>			
Contact person:	<input type="text"/>	E-Mail:	<input type="text"/>		
		Phone:	<input type="text"/>		
Postal address:	<input type="text"/>		Fax:	<input type="text"/>	
Post code:	<input type="text"/>	City:	<input type="text"/>	Country:	<input type="text"/>
VAT ID ( <i>if domiciled within the EU but outside Germany</i> ):		<input type="text"/>			
If the applicant is not the manufacturer, the applicant must submit the manufacturer's power of attorney					

## Scope

We apply for:

initial approval       reapproval

Reg. Nr.:  
if available

German Measures and Verification Ordinance (MessEV), dated 11.12.2014  
(Federal Law Gazette I, p. 2010), annex 4

annex D       annex D1

*Measurand acc. to Measures  
and Verification Act*

*Kinds of measuring  
instruments:\**

*For the following sites:*

\*please note enclosed REA-List

Directive 2014/32/EU of the European Parliament and of the Council of 26th  
February 2014 on measuring instruments (OJ L 96 p. 149)

initial approval       reapproval

Reg. Nr.:  
if available

annex D       annex D1       annex H1 (for MI-001/MI-004)

*Kinds of measuring  
instruments:\**

*For the following sites:*

\*please note enclosed REA-List

## Scope

- Directive 2014/31/EU of the European Parliament and of the Council of 26th February 2014 on non-automatic weighing instruments (OJ L 96 p. 107)

initial approval

reapproval

Reg. Nr.:  
if available

annex D

annex D1

*Kinds of measuring instruments:\**

*For the following sites:*

\*please note enclosed REA-List

Together with this application, we submit the following documents:

- Acceptance and legally binding signature of General Terms and Conditions of Certification (AZB) of the PTB
- List of preliminary questions (for initial approval only)
- Copies of already existing quality system certificates audit reports with reference to the approval of the Quality Assurance System
- List of the measuring instrument types which are designated for the Conformity Declaration by the manufacturer within the scope of the applied approval of a quality system
- Copies of EU-type examination certificates/EU-design examination certificates (unless they are issued by PTB )
- Quality plans for several measuring instrument types (i.e. short description of the quality measures for manufacturing and to make sure that the requirements of the MID will be met, e.g. QM-approval of subcontractors, final testing (100%) including calibration, adjustment and sealing or start-up at the customer by own employees)
- Quality management manual of your company, if available
- List of secondary documents of the quality manual which are important for quality system approval

**Further documents may be requested within the scope of the recognition/recertification procedure.**

As applicants, we herewith declare that

- we know the legal regulations on which this application is based
  - we are willing to meet the requirements for quality system approval
  - we agree to the execution of the approval procedure and are, in particular, prepared to submit the documents required and to admit the audit team to our facilities (<https://www.ptb.de/cms/en/ptb/fachabteilungen/abt9/fb-92/ag-922.html>)
  - we are prepared to pay the costs incurred according to the time and effort spent in accordance with the official regulations governing charges for services rendered by PTB in their version valid at the time in question
  - we are able to ensure maintenance and proper operation of the quality system
  - we accept the General Terms and Conditions of Business (AGB) of the PTB (<https://www.ptb.de/cms/en/metrological-services/kbs.html>)
- the same application has not been submitted to any other conformity assessment body.**

Place and date:

Legally binding signature (s):

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