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| **INSTRUCTIONS:** Please completely fill in all applicable information (section 1-7) and send applications to IDFL. If known, please also copy regional certification manager / auditor.  |
| * Section 1 Applicant Information
* Section 2 Payment Information
* Section 3 Standards
 | * Section 4 Material Recycling (Recyclers)
* Section 5 Products
* Section 6 Facilities and Processes
* Section 7 Certification Information
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| **SECTION 1. APPLICANT INFORMATION** |
| Company Name: | Click here to enter text. |
| Company Name (English): | Click here to enter text. |
| Address: | Click here to enter text. |
| City: | Click here to enter text. |
| Country: | Click here to enter text. |
| Contact Person: | Click here to enter text. |
| Title: | Click here to enter text. |
| Phone No.: | Click here to enter text. |
| Email: | Click here to enter text. |

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| **SECTION 2. PAYMENT INFORMATION** |
| Payment Currency | [ ]  USD [ ]  RMB [ ]  EURO [ ]  TWD [ ]  TRY [ ]  CHF [ ]  INR [ ]  BDT |
| [ ]  JPY [ ]  PKR [ ]  OTHER  | Click here to enter text. |
| Tax ID # | Click here to enter text. |
| **PAYER COMPANY INFORMATION**  | [ ]  SAME AS APPLICANT |
| Company Name: | Click here to enter text. |
| Company Name (English): | Click here to enter text. |
| Address: | Click here to enter text. |
| City: | Click here to enter text. |
| Country: | Click here to enter text. |
| Contact Person: | Click here to enter text. |
| Title: | Click here to enter text. |
| Phone No.: | Click here to enter text. |
| Email: | Click here to enter text. |

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| **SECTION 3. STANDARDS** |
| *IMPORTANT TRANSACTION CERTIFICATE POLICY FOR SCOPE CERTIFICATE TRANSFERS: IDFL MAY NOT issue a transaction certificate for shipments made before the validity date of an IDFL scope certificate.* |
| **STANDARD**  | **CERTIFICATION STATUS** |
| [ ]  Global Recycled Standard (GRS)Note: IDFL may **not** issue a GRS scope certificate to an organization which holds an **RCS** scope certificate with another certification body, unless the RCS scope certificate is in the process of being transferred to IDFL. | [ ]  Initial Certification[ ]  Renewal Certification | [ ]  Previously/ Currently GRS certified with another Certification Body (CB) |
| [ ]  Previously/ Currently RCS certified with another Certification Body (CB) |
| Previous Project / License No: | Click here to enter text. |
| Previous Certification Body:  | Click here to enter text. |
| Certification Expiration Date | Click here to enter text. |
| **STANDARD**  | **CERTIFICATION STATUS** |
| [ ]  Recycled Claim Standard (RCS)Note: IDFL may **not** issue an RCS scope certificate to an organization which holds a **GRS** scope certificate with another certification body, unless the GRS scope certificate is in the process of being transferred to IDFL. | [ ]  Initial Certification[ ]  Renewal Certification | [ ]  Previously/ Currently RCS certified with another Certification Body (CB) |
| [ ]  Previously/ Currently GRS certified with another Certification Body (CB) |
| Previous Project / License No: | Click here to enter text. |
| Previous Certification Body:  | Click here to enter text. |
| Certification Expiration Date | Click here to enter text. |

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| **SECTION 4. MATERIAL RECYCLING (RECYCLERS)** |
| Does your organization or any of your facilities plan to perform recycling processes?  | [ ]  NO MATERIAL RECYCLING[ ]  YES, POST-CONSUMER MATERIALS\*[ ]  YES, PRE-CONSUMER MATERIALS\*[ ]  YES, BOTH POST & PRE-CONSUMER MATERIALS\* |
| \*If you answered YES, please provide the below information regarding your recycling process. |
| Please describe the input waste materials (i.e. reclaimed material) being recycled. Please identify each as post-consumer or pre-consumer. | Click here to enter text. |
| Estimated Number of collectors / concentrators of waste materials (i.e. reclaimed material suppliers)?  | Click here to enter text. |
| General Locations of (Region / Country) of collectors / concentrators (i.e. reclaimed material suppliers)? | Click here to enter text. |
| General list of activities / processes of collectors and concentrators (i.e. Collecting, Opening, Sorting, Flaking, etc.): | Click here to enter text. |
| *NOTE: Reclaimed Material Suppliers are not required to be certified to the GRS/RCS as long as they are only involved* *in the material collection or material concentration processes. However, Material Recyclers will be required to keep records per the GRS/RCS requirements. Reclaimed Material suppliers may be subject to inspection, as mentioned in the Reclaimed Material Supplier Agreement, Appendix B.* |
| **SECTION 5. PRODUCTS** |
| **INSTRUCTIONS:** Using the below information, please provide information about the products you would like to certify. If your product category is not listed, please feel free to write in according to the specific product information. Please specify product details as ‘post-consumer’ and ‘pre-consumer’ respectively.Post-Consumer – Material generated by households or by commercial, industrial, and institutional facilities in their role as end-users of the product that can no longer be used for its intended purpose. This includes returns of materials from the distribution chainPre-Consumer - Material diverted from the waste stream during the manufacturing process. Excluded is the reutilization of materials such as rework, regrind or scrap generated in a process and capable of being reclaimed within the same process that generated it.For more information, please see TE Materials Processes and Products Classification. *NOTE:* *This information is for pre-assessment only; a product specification must be submitted later during the application process.**NOTE:* * GRS products must contain a minimum of 20% certified recycled content. For products with 20-94% certified GRS content, choose GRS (20-94%). For products with 95-100% certified GRS content choose GRS (100%). GRS Logo can only be used on products with minimum 50% certified recycled content.
* RCS products must contain a minimum of 5% certified recycled content.For products with 5-94% certified RCS content, choose RCS (5-94%). For products with 95-100% certified RCS content choose RCS (100%). RCS 100% must contain a minimum of 95% certified recycled content.
 |
| **Product Categories***Choose all that apply* | **Product Details***List all that apply*  |
| [ ]  Home Textiles / Bedding | Click here to enter text. |
| [ ]  Apparel | Click here to enter text. |
| [ ]  Accessories | Click here to enter text. |
| [ ]  Footwear | Click here to enter text. |
| [ ]  Fabrics  | Click here to enter text. |
| [ ]  Yarns | Click here to enter text. |
| [ ]  Fibers / Filaments  | Click here to enter text. |
| [ ]  Filling / Stuffing | Click here to enter text. |
| [ ]  Packaging | Click here to enter text. |
| [ ]  Recycled Materials | Click here to enter text. |
| [ ]  Other Click here to enter text. | Click here to enter text. |
| [ ]  Other Click here to enter text. | Click here to enter text. |
| [ ]  Other Click here to enter text. | Click here to enter text. |
| [ ]  Other Click here to enter text. | Click here to enter text. |
| [ ]  Other Click here to enter text. | Click here to enter text. |

*If additional space is needed, please use other document sheets (preferably excel or word) to submit the above information.*

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| **SECTION 6. FACILITIES AND PROCESSES** |
| **INSTRUCTIONS:** Please provide the following information for all facilities that trade / handle / process certified products in this scope of certification. This includes the applicant information and may include other facilities’ information such as offices, distribution centers, and/or suppliers that will be included in the same scope of certification. * **Number of Employees:** Please include all permanent, contracted, and sub-contracted employees.
* **List of Activities / Processes:** Examples - Ginning, Spinning, Dyeing, Weaving, Knitting, Laundering, Finishing, Manufacturing, Printing, Trading (buy and sell, no processing), Storing, Importing, Exporting, Administration, Subcontractor, Concentrating, Collecting, Recycling etc.
 |
| **REQUIRED:** Are there any subcontractor facilities that trade / handle / process certified products in this scope of certification? If so, please indicate by noting in the List of Activities / Processes. | [ ]  YES [ ]  NO |
| **Facility/Unit Name** | **Facility/Unit Address****(Street, City, Region, zip code, Country)** | **Number of Employees** | **List of Activities / Processes** | **Certified Previously (Y/N)** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Choose an item. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Choose an item. |
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| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. | Choose an item. |

*If additional space is needed, please use other document sheets (preferably excel or word) to submit the above information.*

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| **SECTION 7. CERTIFICATION INFORMATION** |
| **Certifications - Is the organization or facilities certified to any of the following standards?** |
| OEKO-TEX STEP Environmental Performance Requirements | [ ]  YES [ ]  NO |
| Global Organic Textile Standard (GOTS) | [ ]  YES [ ]  NO |
| SCS Recycled Content Verification | [ ]  YES [ ]  NO |
| BSCI Social Audit  | [ ]  YES [ ]  NO |
| SA 8000 Audit  | [ ]  YES [ ]  NO |
| Worldwide Responsible Accreditation Program (WRAP) | [ ]  YES [ ]  NO |
| Higgs Facilities Environmental Module (FEM) | [ ]  YES [ ]  NO |
| Higgs Facilities Social Labor Module (FSLM) | [ ]  YES [ ]  NO |
| Higgs Brand Retail Module (BRM) | [ ]  YES [ ]  NO |
| Any standard approved against the GSCP environmental reference requirement audit? | [ ]  YES [ ]  NO |
| Any standard approved against the GSCP social reference code audit? | [ ]  YES [ ]  NO |
| **Certification Compliance** |
| Has the organization or any of its facilities been denied certification by another Certification Body? If yes, please provide detailed information below.  | [ ]  YES [ ]  NO |
| Click to enter text. |
| Has the organization or any of its facilities been banned from product certification? If yes, please explain below.  | [ ]  YES [ ]  NO |
| Click to enter text. |

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| **Undersigned confirms that all information in the application form is completely truthful. Knowingly making a false statement on this application may lead to the termination of the certification.**  |
| **Name of Company:** | **Company’s Registered Seal/Stamp:** |
| Click here to enter text. |  |
| **Authorized Signature:**  |
|  |
| **Name and Title of the Signatory:** | Click here to enter text. |
| **Date:** | Click here to enter text. |
| \* If another company is helping with the application, please provide the following information:  |
| **Application Representative Company:** | Click here to enter text. |
| **Application Representative Contact Name:** | Click here to enter text. |
| **Application Representative Contact Email:** | Click here to enter text. |