**QUALIFIED ELECTRONIC CERTIFICATE APPLICATION FORM**

**NOTE!** Complete the form electronically, print it out and sign.

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| **A** | **Natural person data to be inserted in the certificate\*1** |
| 1 | Given name(s): |  |
| 2 | Second name(s) (only if you have): |  |
| 3 | Last name: |  |
| 4 | Personal identification number(select one): |  |
| [ ]  PESEL (for polish natural person) | [ ]  national personal number  |
| [ ]  TIN (for natural person)\*3 | (national civic registration |
| [ ]  ID card number\*4[ ]  passport number\*2 | number)\*2 |
| **B** | **Additional identification data\*1** |
| 5 | Identity document(select one)[ ]  passport\*2[ ]  ID card (apply to a EU citizen)[ ]  residence card | Series and number: |  |
| Issuing state: |  |
| Issuing authority: |  |
| Expiry date: |  |
| 6 | Citizenship: |  |
| 7 | Date of birth: |  |
| 8 | Place of birth: |  |
| 9 | e-mail: |  |
| 10 | e-mail -  the e-mail address to which the agreement will be sent |  |
| 11  | Phone number:(necessary for sending certificate access passwords) |  |
| 12 | Do you agree to receive commercial information? | [ ] Yes [ ] No |
| 13 | Readable handwritten signature of a person authorised to use the certificate | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Put your signature here |
| **C** | **Organisation data** (required if you want to insert represented organisation data in the certificate) |
| 14 | Full official name: |  |
| 15 | Name of an organisation unit:**(optional)** |  |
| 16 | Registered office (*street No, post code, city, province, country*): |  |
| 17 | Position held in the organisation:**(optional)** |  |
| **D** | **Delivery terms/collection terms\*1** |
| 18 | [ ] shipment (give shipping address and full name of a person which is responsible for receipt)[ ] personal collection (give the address of the EuroCert’s point of sale)**\*5** |  |

\*1 mandatory fields

\*2 apply to the foreigners without PESEL

\*3 Tax identification number; evidence is required to confirm TIN

\*4 apply to EU citizens, which don’t have PESEL; not apply to polish citizens

\*5 if you want to authorise third party person to collect your certificate on your behalf provide this power of attorney: ftp://ftp.eurocert.pl/Dokumenty/Power\_of\_attorney\_3.0.docx )

I declare that information I provided in the application form above is true.

According to the Personal Data Protection Act (Journal of Laws of 24.05.2018, item 1000 as amended) of 10.05.2018 I hereby agree for processing my personal data disclosed in the above application form by the Data Controller, namely by EuroCert Sp. z o.o. with its registered office in Warsaw, ul. Puławska 474 for the purposes of certification process. In addition, I hereby acknowledge that: I am entitled to access the personal data and to amend it.

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 Name and handwritten signature

I agree for including the organisation data disclosed in this application (item C) in the certificate of the person to whom this application applies.

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Given name, surname and signature of persons authorized to represent the organization (only if the certificate is to contain organization’s data - see item C).

|  |
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| **Information necessary to issue a tax invoice** |
| 1 | Organisation/natural person name/: |  |
| 2 | Tax identification number: |  |
| 3 | Street and number: |  |
| 4 | Zip-code: |  |
| 5 | Locality: |  |
| 6 | e-mail necessary to sending an invoice: |  |
| 7 |[ ]  1.Acting on the „*Rozporządzenie Ministra Finansów z dnia 17 grudnia 2010 w sprawie przesyłania faktur w formie elektronicznej, zasad ich przechowywania oraz trybu udostępniania organowi podatkowemu lub organowi kontroli skarbowej (Dz. U. 2010 nr 249 poz. 1661)*” I hereby agree for sending by EuroCert Sp. z o.o. in electronic form: invoices, duplicates, corrections.2. I commit to take invoices (see point 1) in paper form when temporarily it is not possible to get the electronic form.3. Please send me invoices to my e-mail given above.4. In the case of changes in my e-mail address I commit to inform EuroCert about that.5. I declare that I am aware that this declaration can be withdrawn and this leads to stop sending electronic form invoices by EuroCert since next day after that withdrawal. |