



Application for new Responsibility Mark Registration in The Netherlands

1. Company

Name of company _____
Legal entity _____
Office address _____
Contact person _____ Title _____
Email address _____ Vat No. _____
Telephone no. _____
Registration no. _____ At the chamber of commerce in _____

2. The design of the Responsibility Mark (RM)

- The undersigned designs the RM himself (see step 3)
- The undersigned requests WaarborgHolland to take care of the design (please note: there are additional costs involved (skip step 3))

3. Design of the Responsibility Mark

The design should meet the following conditions:

- the design has to be unique (WaarborgHolland will check this);
- the design has to include letters (the initials) and a distinguishing mark;
- the letters are vital and have to occupy the major part of the design (see examples);
- the design should be surrounded by an outline (contour);
- the letters have to be clearly readable and separated from each other and from the contour;
- the distinguishing mark is not meant as being a logo and has to be simple, clear and it may not contain the following characters: + - . ,
- the letters should correspond with the initials of the owner or the name of the company. The following rules apply;

Legal Entity

Sole proprietorship	name of the owner	*)
Partnership	name of one of the owners	*)
Limited partnership	name of controlling partner	*)
Private company	name of company	
Association	name of association	
Foundation	name of foundation	

Initials of the

**) name as registered at the Registry Office. Minimum of 2 letters, maximum of 4 letters (possible baptismal names are allowed)*

Some examples of an responsibility mark:



4. Punch (stamp) or laser marking

- The company wishes that the Responsibility Mark will be applied through laser technology
- The company wishes that the Responsibility Mark will be applied through punch (stamp), WaarborgHolland will order the punch (stamp) following the attached and filled in order form
- The company wishes that the Responsibility Mark will be applied through punch (stamp), the company will take care of ordering the punch (stamp)

5. Usage/ Safekeeping

Applying the Responsibility Mark by	<input type="checkbox"/> Company	<input type="checkbox"/> WaarborgHolland
Responsibility Mark for safekeeping at	<input type="checkbox"/> Company	<input type="checkbox"/> WaarborgHolland

6. Necessary attachments

- Original extract from the Chamber of Commerce
- Order form stamp(s) (if applicable)
- Digital design of your Responsibility mark (if you make your own design)

7. Confirmation of application

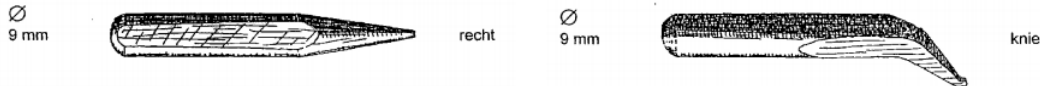
Place _____ Date _____ Signature _____

Order form Responsibility Mark punch (stamp)

When you wish WaarborgHolland to order the Responsibility Mark punch (stamp), please read and fill in this form.

1. Straight or Knee model

The model most suitable for you depends on the kind of products you want to hallmark the most. The straight model is mostly used for brooches, tiepins, watches, chains, earing pins, large silver work and the outside of a ring. The knee model is most commonly used for the inside of a ring. Both models are suitable for applying the hallmark by hand or machine.



2. Embossed or inward

An inward punch (stamp) is less vulnerable and less likely to wear off than an embossed punch (stamp). An embossed punch (stamp) moves less material compared to an inward punch (stamp). When you want to get the quality of an embossed stamp with the standard dimensions right, you have to take in consideration that the design of the Responsibility Mark has to be as simple as possible.

If you apply the Responsibility Mark yourself, please bear in mind that when we hallmark unfinished products (before sanding, polishing etc.), you need to stamp the Responsibility Mark deeper.

3. Sizes of the punch (stamp)

The standard size that we use are:

Rectangle/Oval: 0,7 x 1,3 mm

Square: 0,9 x 0,9 mm

Circle: 0,9 mm diameter

Different sizes are possible but do take in consideration the space you have available on your products.

4. Chosen punch (stamp) model and size

- Straight model €159,- _____ pcs standard size
- Knee model €189,- _____ pcs standard size

Alternative size:

Size _____ x _____ mm

Size _____ x _____ mm

- Embossed version (this is not standard, there will be an extra charge of €40,-)

5. Confirmation of ordering punch (stamp)

Company name _____

Place _____

Date _____

Signature _____