

Annex	Who	When	Explanations
1 (form)	Manu- facturer of the devices	Always required*	Whenever possible, only <u>one</u> Annex 1 is to be uploaded per device or per device series (for devices of identical construction according to Appendix B-M). Only when applying for more than 12 devices at the same time several Annexes 1 can be uploaded. If applications for devices of identical construction of a series are made at a later time, Annex 1 should be uploaded with those new devices added. Designation of Toner-/Ink modules/colourants can alternatively be uploaded as Excel-file.
2 (2 versions available) (form)	Distributor	<u>Always</u> required	For each particular application <u>one</u> Annex 2 is to be uploaded. Only when applying for more than 12 devices at the same time several Annexes 2. For devices for private use or private and non-private use please upload the version for private use.
2a (form)	Distributor	Only necessar y if required according annex 2	Whenever possible, only <u>one</u> Annex 2a is to be uploaded per device or per device series (for devices of identical construction according to Appendix B-M).
3a (form)	Manu- facturer of the devices	Always required*	Whenever possible, only <u>one</u> Annex 3a is to be uploaded per device or per device series (for devices of identical construction according to Appendix B-M).
4 (form)	Manu- facturer of the devices	Always required*	Whenever possible, only <u>one</u> Annex 4 is to be uploaded per device or per device series (for devices of identical construction according to Appendix B-M).
4a (form)	Manu- facturer of the devices	Always required*	Whenever possible, only <u>one</u> Annex 4 is to be uploaded per device or per device series (for devices of identical construction according to Appendix B-M).
5 (form)	Plastic manu- facturers	Always required*	Please upload <u>only new</u> Annex 5 documents; declarations which had already been uploaded are stored at the RAL.
5a (form)	Plastic manu- facturers	Always required*	Please upload only new Annex 5a documents; declarations which had already been uploaded are stored at the RAL.
6a (form)	Manu- facturers of toners/inks or device	Always required*	It is sufficient for application to submit <u>new</u> Annex 6a documents only.
6b (no form)	Manu- facturer or Distributor	Always required*	It is sufficient for application to submit <u>new</u> SDS documents only.
6c (no form)	Manu- facturer or Distributor	Only if AMES test is not included in the SDS	
7a (form)	Test laboratory	Always required*	Annex 7a is to be uploaded only once per device or per device series (for devices of identical construction according to Appendix B-M).
7b (no form)	Test laboratory	Always required*	Annex 7b is to be uploaded only once per device or per device series (for devices of identical construction according to Appendix B-M).

Annex	Who	When	Explanations
8a (form)	Manu- facturer of the devices	Always required*	If devices are of identical construction according to Appendix B-M and all entries in annex 8a are identical submit only <u>one</u> annex 8a for these devices.
8b (no form)	Manu- facturer of the devices	Always required*	Annex 8b is to be uploaded only once per device or per device series (for devices of identical construction according to Appendix B-M).
8c (no form)	Manu- facturer of the devices	Always required*	Annex 8c is to be uploaded only once per device or per device series (for devices of identical construction according to Appendix B-M). ENERGY STAR's "TEC Data Collection Worksheet" based on the ENERGY STAR 3.0 method. Annex 8c is to be submitted only once per device or per device series (for devices of identical construction according to Appendix B-M). ES 2.0 is recognized with appropriate conversion in Appendix 8a..
9 (form)	Test laboratory	Always required*	Annex 9 is to be uploaded only once per device or per device series (for devices of identical construction according to Appendix B-M).
10 (no form)	Test laboratory		Accreditation certificate for ISO 7779. Upload only once during the validity period of the certificate.
11 (no form)	Distributor		Only required with the first application of the particular distributor or when there are changes in the document (see Annex 2).
12 (no form)	Distributor	<u>Always required</u>	Is to be enclosed in German language.
12a (no form)	Distributor		Only required, if parts of the information required by Appendix E-I are included in the product documentation.
13 (form)	Manu- facturer of the devices	Only for the applicatio n of <u>identical</u> devices	Provided that <u>identical</u> devices of the same distributor are applied for under different device names, an enlargement contract can be concluded.
14 (no form)	Manu- facturer of the devices		Manufacturer's report (not older than 2 years at the time of the application) for criteria 3.6.1. Upload only <u>once</u> (for valid period). To be uploaded the first time until 01.01.2022 at the latest).
15 (no form)	Third party auditing body		Audit report for criteria 3.6.2. Upload only once. To be uploaded the first time until 01.01.2024 at the latest).
16 (form)	Manu- facturer of the devices		Upload form only once
17 (no form)	Third party auditing body		Audit report for criteria 3.6.3. Upload only once. To be uploaded the first time until 01.01.2024 at the latest).

* Exception: not required for applications of identical devices (only Annex 13 is required)

For proving that certain devices are of identical construction according to Appendix B-M it can additionally be required to submit appropriate documents (preferably with product images) for explanation.