



GLI Submission Request Form

The items being submitted for test and evaluation can be on this form or a submission request letter on company letterhead. However, they do not have to be on both. All requested information is required in order to process the request. Please fill in the Submitter/Applicant section in its entirety. If the Manufacturer and Invoice Address sections are the same as the Submitter/Applicant please indicate Same As Above in the second column and fill the additional information indicated by the *.

Submitter/Applicant - Please provide details of the licensed manufacturer/supplier submitting this gaming element for test and evaluation.		
Organisation name:		
Mailing address:		
Country:		
Telephone:		
Fax:		
Website:		
Primary contact:		
Email:		
Internal Project ID:		Language Requirement if other than English:
Manufacturer –It is required that the details of the licensed manufacturer/supplier submitting this gaming element for test and evaluation is included, if this information differs from that of the Applicant. If these details are the same as the Applicant, please check "Same As Above".		
Organisation name:		<input type="checkbox"/> Same As Above
Mailing address:		
Country:		
Telephone:		
Fax:		
Website:		
Primary contact:		
Email:		
Language Requirement if other than English:		
Invoice address: Please enter details of the person to whom the invoices need to be addressed and a postal address that is to be used, if this information differs from that of the Applicant. If these details are the same as the Applicant, please check "Same As Above" and fill in the V.A.T number.		
Organisation name:		<input type="checkbox"/> Same As Above
Mailing address:		
Country:		
Telephone:		
Fax:		
Website:		
V.A.T number: *		
Primary contact:		
Email:		
Language Requirement, if other than English:		



GLI Submission Request Form

Submission Contents

Please enter into this section those gaming equipment elements which are to be Tested and Evaluated. Include the Jurisdiction which the gaming equipment elements are to be approved for or transferred to. Please add additional rows to the table as needed.

Hardware Elements - (e.g., BV's, Machine, Boards)		
Model/Part Number	Function	Requested jurisdiction
Game Software Elements (e.g. Base/Main, Game/Data, Support Programs)		
Program ID	Function	Requested jurisdiction
System Software Elements - (e.g. Online, Jackpot, etc.)		
Protocol and Version	Function	Requested jurisdiction
Other Elements		
ID Number/Part Number	Function	Requested jurisdiction

See attached letter

Testing Environment

Please enter into this section **all** gaming equipment elements that are to be used during testing of the above Submission Contents. Include the Jurisdiction for which each of the items have already been approved, and the corresponding Certificate/Approval Reference. Where emulation is required as part of the testing and evaluation process and a separate emulation environment is required please add these details as well. Please add additional rows to the table as needed.

Hardware Elements (e.g., BV's, Machine, boards)	
Description/type	Model/Part Number
Game Software Elements	
Base/Main media:	Program ID
Game/Data media:	
Other media (Support Programs):	
System Software Elements (e.g. Online, Jackpot, etc.)	
Description/type	Protocol and Version
Other elements	
Description/type	Reference number

See attached letter

Item included in the submission - Please indicate all items included in the submission package. Should any items that you may consider necessary to facilitate the test and evaluation process not appear in the list, please include them below.

<input type="checkbox"/> Random number generator autoplay program	<input type="checkbox"/> Artwork in the language of the jurisdiction
<input type="checkbox"/> Emulator	<input type="checkbox"/> Game description
<input type="checkbox"/> Emulator manual or training	<input type="checkbox"/> Submission letter request on company letterhead
<input type="checkbox"/> Operational gaming device	<input type="checkbox"/> Breakpoints
<input type="checkbox"/> Gaming device operations manual in English	<input type="checkbox"/> Game Setup information
<input type="checkbox"/> Source code	<input type="checkbox"/> Software Programs (Number of sets required per jurisdiction)
<input type="checkbox"/> Mathematical calculations	<input type="checkbox"/>
<input type="checkbox"/> Display of artwork in English	<input type="checkbox"/>



GLI Submission Request Form

Any Additional information - Please add any additional information that you consider will make the Test and Evaluation process more efficient.

Notes:

Additional Notes from GLI

All testing results held by GLI group of Companies will be archived centrally in order to provide easy access to information, should this be required for future submissions.

First Submission Deposit

The initial submission from your organization requires a deposit of €6,000, which excludes tax. This is required prior to the commencement of testing. Please notify us so an invoice can be issued for the required deposit. Deposits are applied to fees incurred for any required services performed toward this project. Balances will be invoiced or credited accordingly at the conclusion of the project.

Change in testing location

The office receiving this request is responsible for all work and billing related to this project and should be regarded as the main contact point for the submitter. To provide efficient workload balancing and timely service to the submitter, this office may outsource portions of the work to other GLI companies and departments, with the exception of report issuance. All work is reviewed by the office to which the request was submitted. If you require advance notice of any work outsourced to another GLI office, please tick the box below.



Advance Notice Required

Acceptance

By signing below and submitting this form to GLI it is to be deemed an official request and I accept all of the Terms of the Submission and agree to comply with the conditions of GLI's certification program. I confirm all of the above listed information is true to the best of my knowledge. Refer to our website for or contact our office for the latest copy.

Signature

Title

Date

Print your Name

Print Title



GLI Submission Request Form

Terms of the submission

You have requested your product(s) to be evaluated or certified for conformity to a published standard as specified within the Submission Contents section of this form. As part of this process your product will be sent to our Engineering department for review. This review may involve the assignment of technical tasks to an authorized testing lab.

Upon completion of testing, the results supplied will be evaluated and any discrepancies or other issues will be noted. Following a successful resolution or clarification of the discrepancies noted, the product and all information will undergo a final conformity evaluation prior to a determination of whether or not a certification will be issued. If your product is determined to conform to the appropriate standards, a certification will be issued. If a determination is made that your product does not conform to the appropriate standards, you will be notified of additional options available and action you may take related to your request.

You may reference the certification in advertising provided that it complies with the terms specified.

You may withdraw a submission by contacting our office prior to the report being issued.

You are responsible for the following:

1. Payment of all invoices related to testing, inspection or certification activity performed on your submission.
2. Notifying us if there are any changes to the organisation or requirements.
3. Timely provision with any documentation or information needed to fulfill the request.
4. Ensuring any test, inspection or certification issued by GLI is only used in its original context and only for the product(s) referenced therein. Any alterations to the report will render it invalid.
5. Using the test, inspection or certification report issued by GLI only for the intended purpose and to not make any misleading claims that may misrepresent the product(s) identified in the certification report or claims that may bring GLI or the certification into disrepute.
6. Discontinuing the use of a withdrawn, suspended or revoked certification or inspection report as evidence of product conformity.
7. Keeping a record of all complaints known to you regarding the compliance of the certified product and take appropriate action and document the action taken as required and made accessible to GLI if requested.

Please contact us at +31252-529-838 for a copy of the information regarding our appeals process.