

**These Terms and Conditions are enforceable under the law and courts of England & Wales.**

- 1) Please note the Application Fee for processing your application is non refundable.
- 2) Confirmation of accepted application and authorisation for use of the mark will be made upon receipt of all completed and signed documentation, evidence and confirmation of receipt of payment. Authorisation for use of the mark will then be issued by RPR and relevant documentation and assets provided.
- 3) The company must sign the RPR licence agreement if you wish to use the RPR trademarks on any materials that will be seen by end consumers or by business customers. RPR will provide high-definition files of the RPR logo to use in packaging design and marketing materials.
- 4) In addition we support, your company will have to submitting the packaging designs for record purposes only.
- 5) On each anniversary of your membership you must pay the renewal fee applying at that time. Failure to pay fee owed within 60 days of the due date will result in termination. This means you will not be able to use the RPR mark/logo on any of the packaging applied for under the scheme.
- 6) If you wish to extend or change your certification scope by adding additional products or you have updated packaging content and require a re certification, please contact the RPR office at . Note: an extension of certification scope may require 'revised certification application' you will be notified of the requirements upon application.
- 7) Payment of applicable fee's and acceptance of these T&Cs entitles you and your affiliates to participate in the RPR Scheme. You shall ensure that any of your affiliates or successors which participate in the scheme comply with these T&Cs. And RPR are notified.
- 8) Discontinuation of application; If you have paid the application fee but have not submitted all documents required, RPR will retain your application as active for a maximum period of 6 months. After this period the application will be deemed discontinued. Should you then wish to apply after this 6-month period, you will be required to start the application process again, including payment of the application fee.
- 9) If a product is already certified by one company, and another company wishes to sell the identical product under its own private label (brand name), the private label company must also apply for certification.
- 10) The RPR office must be notified immediately when relevant changes are planned or identified, changes include, but are not limited to, changes to certified product names, group names, or product variations, changes to package size or shape or product excluded from an existing certificate.
- 11) Any changes to manufacturing content that would alter the certified make-up of the product that is not notified would constitute an infringement. RPR encourages you to put in place/propose immediate corrective measures to be notified and agreed by RPR. There are, however, situations in which a more detailed analysis of the root cause of the situation is needed in order to propose an effective corrective measure. In such cases independent audit will be required at a cost to the member. RPR would expect full and timely cooperation with any audit process undertaken.
- 12) Suppliers are required to communicate any proposed changes to the manufacturing process or intentional product inputs that may alter the recycled content of the product, or other aspects relevant to certification to RPR. When there are multiple supply chain tiers, suppliers must communicate this requirement to their own suppliers.
- 13) Suppliers; prior to annual renewal will be asked to provide updated data or to confirm that no relevant changes were made by them or their (sub) suppliers.
- 14) The Independent auditing body shall be asked to verify information provided by you on a random basis. The Independent Audit body will provide a report to RPR within 14 days of any audit. Where necessary, you will be asked to sign off some sections of the audit report to confirm its accuracy.
- 15) RPR reserves the right to suspend or terminate your license if you breach the terms of your license.
- 16) RPR reserves the right to change these T&Cs at any time by providing you with written notice to the registered contact. Any changes to T&C's shall also be published on the RPR website.
- 17) Infringement and the misuse of the RPR trademark, logo without appropriate permission will be a breach of IP regulation and will incur appropriate penalties. If the mark is used erroneously or illegally RPR reserves the right to use the full right of law; with a minimum penalty fine of £5,000.00.
- 18) Should you leave the scheme or not renew, all assets physical and electronic held must be destroyed. Logo/mark must be removed from all packaging from termination date.

19) RPR reserves the right to undertake spot checks using an Independent Audit to check and verify information given relating to certification and use of the Mark.

20) Any breaches relating to the primary purpose of the scheme, or the T&C's of the scheme will result in minimum fine of £5000.00.

21) To cancel your license, you need to notify RPR office in writing and provide 60 days' notice.

22) Annual fees may be varied at any time the named contact on the RPR database will be notified at least 60 days in advance. It is the responsibility of members to ensure contact information is kept up to date. Fee information will be available on the RPR website.

23) RPR reserves the right to change the fees from the initial pricing.