



KLBD KOSHER CERTIFICATION

APPLICATION FORM (12 Pages)

Kashrut Division, 735 High Road, London N12 0US, United Kingdom

Tel: +44 (0) 20 8343 6246 Fax: +44 (0) 20 8343 6254

Email: applications@kosher.org.uk www.kosher.org.uk

KLBD CERTIFICATION PROCEDURES

Thank you for your enquiry into KLBD Kosher certification services. KLBD is one of the largest Kosher certification agencies in Europe & Asia and a leading authority on Kosher food and Jewish Law.

APPLICATION FORM

The company must fill out the application form and provide the information about the plant, product list, ingredients list, including any additives or processing aids. If you have any questions on the application form, please contact us by calling to any of our offices, emailing or faxing to us.

The expert team of rabbinical coordinators from the KLBD then reviews the application and a rabbinical coordinator will contact you if there are any questions that we may have. The manufacturing process will also be reviewed including the cleaning procedure.

The KLBD has a database of over 100,000 ingredients that we have previously reviewed and checked and constantly keeping up to date. We are able to assist your company to find alternatives if necessary from all over the world.

INSPECTION OF THE RABBI TO YOUR PLANT

A representative Rabbi from KLBD will make a convenient date for an initial inspection of the manufacturing plant. The rabbi will then carry out a thorough inspection of the entire process of manufacturing through to packaging. The rabbi will also take the time to explain to you what Kosher is about and how your plant will be able to get certified. You may take this opportunity to ask the rabbi your questions on Kosher and the Kosher market. (A deposit for the expenses of the rabbi may be needed depending on the location of the plant).

CERTIFICATION FEE


Finally if everything is acceptable with the ingredient list and the manufacturing process, the next stage will be that the certification fee is paid. The certification fee does not include the expenditure that is incurred by transportation and accommodation (when applicable) and time cost. Sometimes special packages may be negotiated to include the total cost of the Rabbis inspection expenses and the Kosher certificate fee. The fee varies from company to type of product certified and the time and work involved in maintaining and researching into the Kosher certification.

REGULAR INSPECTIONS

Our certification does not stop at the issuance of the Kosher certificate but we monitor the Kosher status of the plant by means of regular factory visits. Our local representatives make these visits. This way costs are kept to a minimum.

CONTRACT AND KOSHER CERTIFICATE

A contract is then signed between the company and the London Beth Din to ensure that the products, formulation or key raw materials (where applicable) are not changed without prior approval from the KLBD. The certificate is issued and now you are part of the global KLBD certified network of companies.

PLEASE NOTE: The  symbol is a registered trademark of the KLBD Kosher Certification. Its unauthorized use is a violation of trademark laws. Our rights in this regard are enforced to the fullest extent of the law. The  symbol may not be used until a written contract has been executed with the KLBD Kosher Certification. KLBD Kosher Certification agrees that it will not communicate or divulge to, or use for the benefit of, any other person, partnership, association, or corporation, any of the trade secrets, formulae, or secret processes, used or employed by the company in or about its business, that may be communicated to KLBD Kosher Certification by virtue of this application. Submission and investigation of this application does not entail any commitment upon the part of the applicant or of KLBD Kosher Certification in any way, until agreement for said purpose is duly entered into by both parties.



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OUR CONTACT DETAILS



United Kingdom Head Office:

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735 High Road, London
N12 0US, United Kingdom
Tel: +44 (0) 20 8343 6246
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Singapore Marketing Agent:

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Blk 50, Ubi Ave 3, #02-20
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China Marketing Agent:

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GENERAL CONTACT INFORMATION

Date of Application:

Company name:

Address:

City:

Post Code:

Country:

Phone:

Fax:

Email:

Web Address:

Contact Name:

Job Title:

Direct Telephone No:

Email:

Alternative Contact Name:

Job Title:

Direct Telephone No:

Email:

Accounts Contact Name:

Job Title:

Direct Telephone No:

Email:

Marketing Contact Name:

Job Title:

Direct Telephone No:

Email:

Company Registration Number:

VAT Number (Europe Only):

Annual Turnover USD/STG/Euro:

How did you hear of the KLBD Kosher Certification?

a) Recommendation - Name:

Company:

- Supplier / Distributor / Importer / Marketing Agent (please cancel not applicable)

b) Exhibition - Name:

c) Web Search - Search Engine:

d) Direct Mail - from

e) Other, please state -

FOR INTERNAL USE ONLY

App No:

KLBD No:



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MANUFACTURING PLANT INFORMATION-

Part 1- Location and Contact Information

Note: If there is more than one factory located in a different location please complete a separate *Manufacturing Plant Information* page for each factory. If the packing facility is also located in a different location, please fill in the form and indicate accordingly.

Address of Factory

Name of factory:

Address:

City:

Post Code:

Country:

Phone:

Fax:

Email:

Factory Manager:

Email:

Raw Material Purchasing Manager:

Email:

If the facility is not located in a major city, please indicate the closest major city and the distance to the facility:

Name of the nearest international airport to the factory and distance to the factory:

Describe all the manufacturing process(es) in the factory:



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MANUFACTURING PLANT INFORMATION-

Part 2- General Processing Information

1. Did the company ever apply for Kosher certification?.....Yes* No
If yes, please state the Kosher Agency:

2. Was the company ever supervised before, either on a yearly basis or for a specific run for another buyer?..... Yes* No
If yes please state the Kosher Service that was certifying:

3. Has the factory or producing plant ever produced a run of meat or seafood (fish, shellfish, sea animals)?..... Yes* No
If yes, please state the when approx:

4. Is/Has the factory or producing plant producing or ever produced:

Products that use Dairy derived materials?.....	Yes* <input type="checkbox"/>	No <input type="checkbox"/>
Products that use Meat derived materials?.....	Yes* <input type="checkbox"/>	No <input type="checkbox"/>
Products that use Grape derived materials?.....	Yes* <input type="checkbox"/>	No <input type="checkbox"/>
Products that use Fish derived materials?.....	Yes* <input type="checkbox"/>	No <input type="checkbox"/>

5. Is/Has the factory or producing plant have a connecting plant in the same site that manufactures:

Products that use Dairy derived materials?.....	Yes* <input type="checkbox"/>	No <input type="checkbox"/>
Products that use Meat derived materials?.....	Yes* <input type="checkbox"/>	No <input type="checkbox"/>
Products that use Grape derived materials?.....	Yes* <input type="checkbox"/>	No <input type="checkbox"/>
Products that use Fish derived materials?.....	Yes* <input type="checkbox"/>	No <input type="checkbox"/>

6. Is the company using its own plant or another company's plant to produce the products?..... Yes* No
If yes, please state the company that is used for the production and the number of runs a month approx.:

7. Does the company use the packaging services of another company?..... Yes* No
If yes, please state the company that is used for the packaging and the number of runs a month approx.:

8. Is the certification for:

EXPORT TO ISRAEL:

EXPORT TO THE USA:

UK/EU USE:

GENERAL:

9. (Optional question. Only fill if you are aware of Passover certification)

Is the certification for:

INCLUDING PASSOVER:

EXCLUDING PASSOVER:



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MANUFACTURING PLANT INFORMATION-

Part 5- Ingredients Information

Name of Plant:

1. List **all** raw materials in the facility (including release agents, processing aids, antifoams, preservatives etc.) even if not intended for kosher use.
2. Identify with an asterisk (*) any ingredients intended for use exclusively in products that you do not wish to certify.
3. **Submit a Letter of Kosher certification and clearly identify the exact ingredient being used. If you submit via fax, do not highlight. Where no Letter of Certification is available, supply declaration of its manufacturing process. Both the ingredient name and source name must match the Letter of Certification.**

Definitions:

INGREDIENT NAME: Give the name exactly as it appears on the label. Include all flavour and product code numbers

SUPPLIER: Include the full address of the supplier if the suppliers name appears in the label. If not leave this space blank. You need to fill in the manufacturer's column in any case as well.

MANUFACTURER: Give the manufacturing source exactly as it appears on label.

BRAND NAME: List Brand Name exactly as it appears on the label.

PACKAGING: Indicate if ingredient is received in Bags, Carton boxes, Truck tanker, Ship tanker, Drums that are not normally refilled.

CERTIFYING AGENCY: Indicate the Kosher certifying agency that certifies this ingredient.

INGREDIENT NAME	SUPPLIER Name and Full Address	MANUFACTURER Name and Full Address	BRAND NAME	PACKAGING:	CERTIFYING AGENCY
<i>Use the following examples as guidelines</i>					
Raw Cashews	Various suppliers			Sacks	
Peanut Oil		Lam Soon Edible Oil Pasir Gudang Johor, Malaysia	Knife	Drums	KLBD
Granulated Sugar LOIGCX IG Fine		Central Sugars Refinery Sdn Bhd Batu 3, 40000 Shah Alam Selangor Darul Ehsan Malaysia	CSR	Bag	KLBD
*Peanuts	Various suppliers			Sacks	

INGREDIENT NAME	SUPPLIER Name and Full Address	MANUFACTURER Name and Full Address	BRAND NAME	PACKAGING:	CERTIFYING AGENCY



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MANUFACTURING PROCESS INFORMATION-

Part 1- Explanation of Manufacturing Process

Please give us a brief explanation of the manufacturing process. Please describe each production process in detail.

Name of Product:



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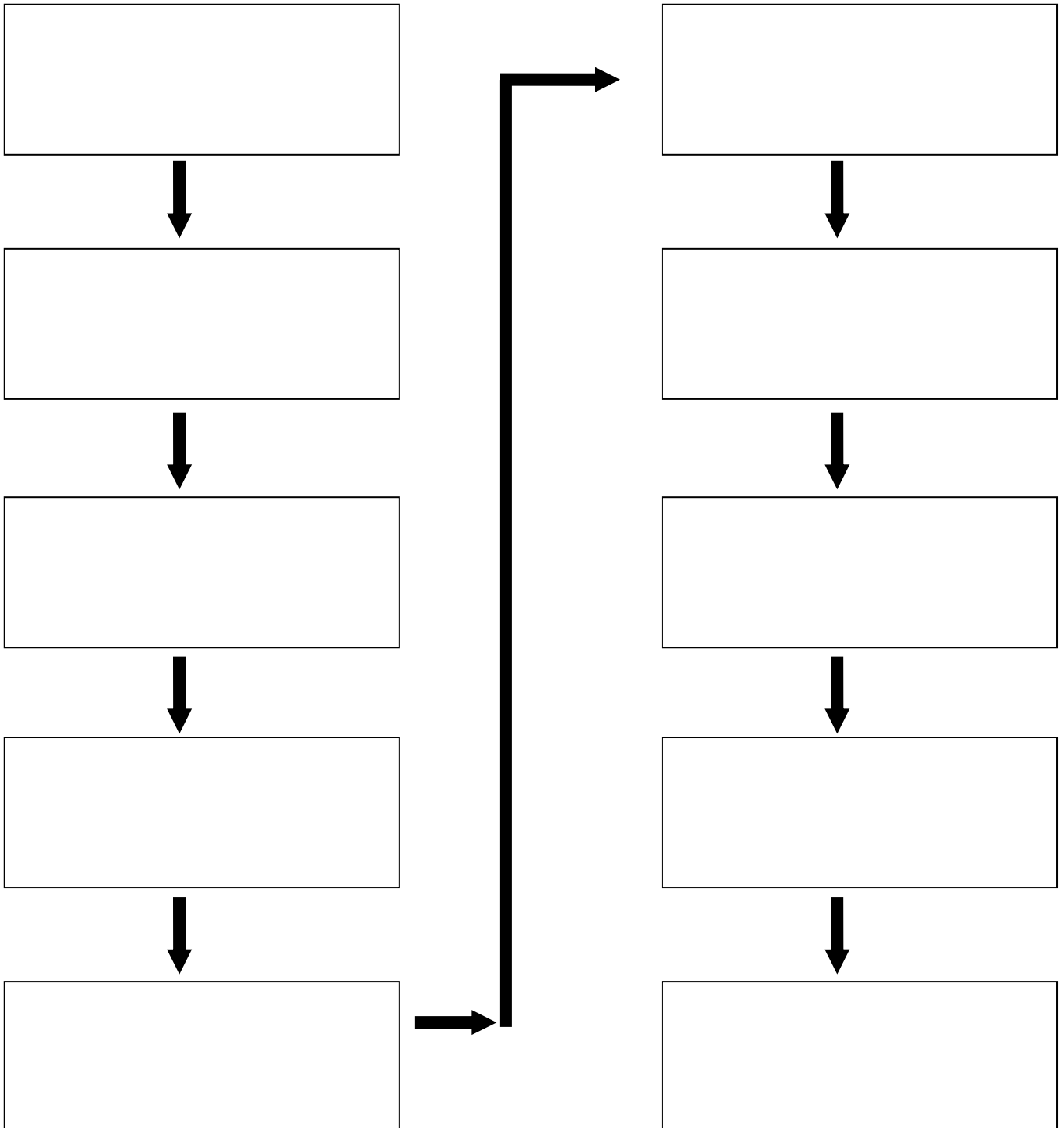
Email: applications@kosher.org.uk www.kosher.org.uk

MANUFACTURING PROCESS INFORMATION-

Part 2- FLOW CHART

Please give us a flow chart of the manufacturing process. If the process information is different then please fill in separate forms for each product.

Name of Product:



If need to continue, please make extra copies.



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MANUFACTURING PROCESS INFORMATION-

Part 3- CLEANING PROCEDURE

Please give us brief explanation of the cleaning process after each run of the product or at the end of the day.

Name of Product: