### REQUEST FOR ACCESS Book and Claim in RSPO PalmTrace For Buyers of RSPO Credits



In order to request access to Book and Claim in RSPO PalmTrace as a buyer, companies need to

- 1. Be a member of the RSPO
- 2. Be registered in <u>RSPO PalmTrace<sup>1</sup></u> ('Palm Oil Registration')
- 3. Set up UTZ as a supplier with the following details<sup>2</sup>:

Beneficiary Name: UTZ B.V. Bank Account Number: 409186651 IBAN: NL63ABNA0409186651 SWIFT / BIC: ABNANL2A Bank Name: ABN AMRO BANK N.V Bank Address: Gustav Mahlerlaan 10, 1082 PP, Amsterdam, Netherlands

UTZ B.V. De Ruyterkade 6 bg 1013 AA Amsterdam The Netherlands Phone: +31 20 530 8000 VAT No.: NL852214923B01 Email Address: <u>palmoil.support@utz.org</u>

4. Fill in this form correctly and completely

#### Please send the filled in form back to palmoil.support@utz.org.

For all questions regarding this form and Book and Claim in RSPO PalmTrace, you can contact the RSPO PalmTrace support team via <u>palmoil.support@utz.org</u> or +31 (0)20 820 8968.

<sup>&</sup>lt;sup>1</sup> RSPO PalmTrace was formerly known as RSPO eTrace. If you already have an account in RSPO eTrace, you do not need to register again.

<sup>&</sup>lt;sup>2</sup> Please note that this is a bank account solely for Book and Claim transactions. If you already have set up UTZ as a supplier in your financial system for other payments, please add the above mentioned bank account for all Book and Claim related payments.

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### **Company Information**

RSPO PalmTrace account name<sup>3</sup>:

RSPO Membership number:

RSPO PalmTrace Member ID<sup>4</sup>: RSPO\_PO

Address:

Postcode:

City:

Country:

VAT Number:

Are you RSPO-certified?

YES

NO

Do you intend to purchase RSPO NEXT Credits?

YES⁵

NO

Contact Person for Book and Claim:

Email Address:

Telephone Number:

<sup>&</sup>lt;sup>3</sup> Company name as registered in RSPO PalmTrace.

<sup>&</sup>lt;sup>4</sup> If you have registered previously in RSPO eTrace, your RSPO eTrace Member ID is still valid.

<sup>&</sup>lt;sup>5</sup> Access to purchase RSPO NEXT will be given by the RSPO Secretariat when the eligibility criteria for RSPO NEXT are met. Read more about it <u>here</u>.

# REQUEST FOR ACCESS Book and Claim in RSPO PalmTrace For Buyers of RSPO Credits



#### **Contact Person for Invoices**

Contact Person for Invoices:

Email Address:

Telephone Number:

 $\Box$  I confirm that I am authorized to request access to RSPO Book and Claim for the above named company.

□ I confirm that the information stated in this document is true and accurate, and that any changes will be timely communicated to UTZ to <u>palmoil.support@utz.org</u>.

Date:

Name:

Function Title: