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| Srbija_Grb-65mm-cmyk.gif |  Republic of Serbia**MINISTRY OF ECONOMY**Sector for Quality and Products SafetyBeograd, Kneza Miloša 20 |

**Application for obtaining an opinion on the need to provide a Conformity Assessment Certificate**

Application shall be addressed to the Ministry of Economy of the Republic of Serbia – Sector for Quality and Product Safety, using one of the following possibilities:

* The Application can be submitted to the Ministry of Economy, 20 Kneza Miloša Str, 11000 Belgrade, with the following NOTE:

Ministry of Economy, Sector for Quality and Product Safety,

subject: Application for issuing an opinion on the need for obtaining a Document of Conformity, in accordance with technical regulations within the competence of the Ministry of Economy, or

* The Application can be submitted by post to the address of the Ministry of Economy, 20 Kneza Miloša Str, 11000 Belgrade, as indicated above, or
* The Application can be submitted to the following e-mail address: tbtinfo@privreda.gov.rs, as indicated above. In such a case, the application must be submitted in written form, also.

APPLICATION SHALL CONTAIN:

- Product name (type, designation-model),

- the intended use of the product (in the household, industry ...),

- Identification of the Applicant and the manufacturer, including its business name and contact address,

- evidence of payment of a Republic administrative fee (attached),

- other information and relevant documentation (to be enclosed: - Declaration of Conformity if issued by the manufacturer or his authorized representative, - technical characteristics of the product (prospects, excerpt from the technical documentation)

In accordance with the **Law on Republic Administrative Taxes** **[[1]](#footnote-1)** for issuing opinions relating to the application of the national regulations - republic administrative fees shall be paid. The payment slip as evidence of payment should be attached to the application in order to receive the opinion.

**Administrative fee is valid for one application form which can contain one or more products**

**The time required to process an application depends on the complexity of the product / group of products and accompanying documentation**

*Recipient / beneficiary:* Budget of the Republic of Serbia

*Bank account:* 840-742221843-57, model 97

*Reference number: 50-016*

*Purpose of remittance:* Republic administrative fee

***legal entities*** *fee:* 15.500,00 RSD

***natural persons*** *fee*: 1.910,00 RSD

*Following organizations, institutions, etc. are exempt from paying the fee:*

*1)* bodies, organizations and institutions of the Republic of Serbia*;*

*2)* bodies and organizations of autonomous provinces, ie local self-government units*;*

*3)* organization of mandatory social insurance*;*

*4)* institutions established by the Republic of Serbia, autonomous provinces or units of local self-government;

*4a)* Churches and religious communities, registered in accordance with the Law on Churches and Religious Communities;

*5)* Red Cross of Serbia*;*

*6)* Diplomatic missions and consular offices of a foreign state, subject to reciprocity

**The application shall be considered incomplete unless it contains all stated above!**

**All additional information are available by phone: 011/3343‐373**

**Example:**

Company memo

**SUBJECT: APPLICATION FOR APPLICATION OF OPINION ON THE NEED FOR**

**Subject: Application for obtaining an opinion on the need to provide a Conformity Assessment Certificate**

**Please provide us with an opinion on the need to obtain a Document of Conformity:**

**Product name**: Diesel electric generator, power 11.5 kVA, model T12K

**Product intended use**: Spare power supply in the business premises

**Manufacturer, Applicant**: SDMO, France (address and contact \_\_\_\_\_)

**In Attachment**:

- Declaration of Conformity,

- an excerpt from the technical documentation and a product catalogue,

- evidence of payment of a republic administrative fee,

- other (please specify).

**All documents shall be submitted in Serbian or English language. Issued documents will be in Serbian language.**

 Director

  (signature**)**

1. *("Оfficial Gazette of the Republic of Serbia", No. 43/2003, 51/2003, 61/2005, 101/2005, 5/2009, 54/2009, 50/2011, 70/2011, 55/2012, 93/2012, 47/2013, 65/2013, 57/2014, 45/2015, 83/2015, 112/2015, 50/2016, 61/2017, 113/2017, 3/2018, 50/2018, 95/2018, 38/2019, 86/19, 90/2019, 98/2020, 144/2020, 62/2021, 54/2023 and 92/2023)* [↑](#footnote-ref-1)