



3-A SANITARY STANDARDS SYMBOL AUTHORIZATION

CHECKLIST OF REQUIRED ITEMS

	New 3-A Symbol	Renewal	Amendment
Completed application	√	√	√
Copy of TPV Report issued by CCE	√		*√
Specimen of nameplate/drawing with dimensions of 3-A Symbol and full text	√		
Samples of Descriptive literature, photos, or drawings depicting specific features	√		
**Application fee	√	√	√
TPV Manual Reference	Section B7.1.2	Section B7.1.3	Section B7.1.4

** All 3-A Symbol authorization holders are encouraged to maintain their authorization current by submitting amendments for changes of sanitary significance in design, fabrication, or materials of construction. When an amendment is for the addition of a size variation (serial design) of a previously authorized design, an accompanying TPV inspection is not required.*

*** The list of fees and a payment form is available on-line. Payment may be made by credit card or by check in U.S. dollars to 3-A SSI. Payment must accompany the application package to assure prompt processing of the application.*

To download the current fees and payment form, use this electronic link [Schedule of Fees and Payment Form](http://www.3-a.org/symbol/fees_payment_form.pdf) or go to www.3-a.org/symbol/fees_payment_form.pdf.



**APPLICATION
FOR
3-A SANITARY STANDARDS SYMBOL**

Check one:

New Application

Renewal
Authorization #: _____

Amendment
Authorization #: _____

The application shall apply to only one type of equipment to which 3-A Sanitary Standards pertain.

Company Name: _____ Web site: _____

Address: _____

(City) (State) (Zip) (Country)

(Phone) (Fax) (Primary Contact E-mail)

TYPE OF EQUIPMENT: _____

MODEL DESIGNATIONS:

(For Renewals and Amendments, list changes or modifications on a separate page and attach to this application.)

(Attach separate sheet if necessary)

DECLARATION OF THE APPLICANT

It is hereby declared and affirmed that the equipment herein listed comply in all respects with the applicable provisions of currently effective 3-A Sanitary Standards for:

(3-A Sanitary Standard Title) (3-A Sanitary Standard Number) (Effective Date)

Upon issuance of this new authorization or renewal, Applicant agrees to abide by the terms of the attached 3-A Sanitary Standards, Inc. License Agreement for Use of the 3-A Symbol.

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CERTIFICATION OF QUALITY CONTROL BY APPLICANT

The Applicant herein is committed to the maintenance of consistently high levels of quality in the design, materials, and fabrication of products bearing the 3-A Symbol. We maintain a documented program to monitor conformance to the criteria of 3-A Sanitary Standard listed herein, including the following:

- All materials of construction including all plastics, rubbers, adhesives, and metal alloys not listed in the standards are verified as in conformance.
- All drawings accurately depict fabrication criteria.
- All machinists, welders, grinders, polishers, and other fabrication and installation employees are monitored to assure conformance on all units produced.
- All changes and modifications to the design, materials, or fabrication techniques meet or exceed specified criteria and are properly documented.
- We acknowledge that 3-A SSI may share any information of confirmed nonconformance to materially affected parties, including regulatory agencies and individuals in accordance with provisions of the TPV manual.
- If applicable, describe here any quality control or quality management program to which the company is certified.

CERTIFICATION OF CONFORMANCE BY APPLICANT

New Applicant:

- The design, materials, and fabrication used for the equipment referenced above have been reviewed.

Renewal Applicant:

- The design, materials, and fabrication used for the equipment referenced above have not been changed or modified since the prior authorization.
- The design, materials, or fabrication of the equipment referenced above have been changed or modified* since the prior authorization as described below. List changes or modifications (add additional pages as necessary):

** Refer to B7.1.4.1 of the TPV Manual for more information.*

- Attached is a copy of the current TPV certificate and report covering the changes.

We, the undersigned, do hereby certify and attest that these statements and information provided with this form are true, complete, and accurate. We acknowledge that any failure to provide true, complete, and accurate information will result in the immediate forfeiture of all 3-A Symbol authorizations and fees.

3-A Symbol Authorization Number: _____
(insert number)

Date:	Date:
President/CEO Name (print):	Director of Engineering or Head of Manufacturing Name (print):
Signature:	Signature:

Please return to 3-A SSI:

- The completed Application and**
- Payment or the attached payment information sheet.**

**3-A SANITARY STANDARDS, INC.
LICENSE AGREEMENT FOR USE OF THE 3-A SYMBOL**

This License Agreement is entered into by and between 3-A Sanitary Standards, Inc. (hereinafter "3-A SSI"), and Applicant listed above (hereinafter "Licensee").

The parties agree as follows:

1. 3-A SSI grants to Licensee a nonexclusive license to use the 3-A Symbol as specified in the attached Certificate.
2. Licensee agrees to comply with all 3-A SSI rules and procedures, as amended from time-to-time, including Provisions for Use and Display of the 3-A Symbol, the timely payment of licensing fees and any late fees or similar charges that may be assessed, and all provisions of the Third Party Verification program.
3. Licensee agrees that, as between Licensee and 3-A SSI, 3-A SSI is the owner of the 3-A Symbol, and Licensee shall not take any actions which are inconsistent with 3-A SSI's ownership rights including, but not limited to, challenging 3-A SSI's rights.
4. Licensee's authorization to use the 3-A Symbol will terminate each year on the anniversary date of the Certificate. However, this License will be automatically renewed each successive year for an additional twelve-month period under the same terms and conditions, except as modified by 3-A SSI, provided that Licensee has fully complied with all rules and procedures for such renewal.
5. No association, agency, apparent agency, employer/employee relationship, partnership, or joint venture of any kind is created by this Agreement.
6. This Agreement shall not be assignable or transferable by Licensee in any manner except with 3-A SSI's prior written consent, nor shall Licensee have the right to grant sublicenses.
7. The Licensee agrees that it will use the 3-A Symbol only on equipment that meets applicable 3-A SSI standards and specifications, including as amended or interpreted in the future.
8. If it is determined by 3-A SSI that any equipment referenced in the Certificate does not conform at any time to the applicable 3-A SSI standard or specification, including as amended or interpreted in the future; or if Licensee is determined by 3-A SSI to have made any materially false statement in any application or affidavit; or if Licensee otherwise defaults in any of its obligations under this Agreement, then 3-A may immediately terminate this Agreement, without prejudice to any other rights which 3-A SSI may have.
9. Upon termination or expiration of this License, 3-A SSI may in its discretion so notify governmental authorities and others, including via the 3-A SSI web site. In addition, Licensee shall immediately discontinue the use of the 3-A Symbol.
10. This Agreement shall not grant any right or remedy to any person or entity that is not a party to this agreement.
11. This Agreement shall be interpreted and governed by the laws of the Commonwealth of Virginia. Exclusive jurisdiction for any claim or dispute between the parties resides in federal or State court in Northern Virginia, and the parties agree and expressly consent to the exercise of personal jurisdiction in the Commonwealth of Virginia.
12. This License contains the entire agreement between the parties as to the subject matter referenced herein. No agreement, statements, or representations not herein contained shall have any force and effect.
13. Licensee shall indemnify and hold 3-A SSI harmless for any costs, including judgments, settlements, and attorney's fees, incurred by 3-A SSI in defense of any legal proceeding alleging, in whole or in part, injury caused by any equipment of Licensee.
14. Paragraphs 3, 9, 11, 13 and this paragraph 14 survive termination of this Agreement.



3-A SANITARY STANDARDS, INC. PROVISIONS FOR THE USE AND DISPLAY OF THE 3-A SYMBOL

Use and Display of the 3-A Symbol is Non-mandatory

Use and display of the 3-A Symbol on equipment is voluntary. If a licensee elects to not display the 3-A Symbol on a specific model of equipment for which it holds authorization, the following shall apply:

- The licensee shall make no use or display of the 3-A Symbol in any manner in the promotion or sale of such equipment.
- The licensee shall make no representation, express or implied, in any manner to assert that such equipment conforms to 3-A Sanitary Standards or provisions for 3-A Symbol authorization.
- The 3-A Symbol Authorization certificate shall not be considered proof of conformance for equipment which does not display the 3-A Symbol.

Elective Use and Display of the 3-A Symbol

If a licensee chooses to use and display the 3-A Symbol on a specific model(s) of equipment for which it holds authorization, the licensee shall observe the provisions shown below.

The 3-A Symbol is authorized for use on and in conjunction with the marketing of equipment and machinery that meets the requirements of published 3-A Sanitary Standards, subject to specific requirements of 3-A SSI for reproducing or displaying the mark and provisions of the 3-A SSI License Agreement for Use of the 3-A Symbol.

A licensed 3-A Symbol holder (licensee) may mark and/or affix the 3-A Symbol only to specific models/names of equipment encompassed within a 3-A Symbol authorization. An organization holding authorization to use the 3-A Symbol for such equipment may also state this fact in its advertising literature.

The 3-A Symbol shall be reproduced as specified in the enclosed Requirements for 3-A Symbol Reproduction.

The 3-A Symbol, where possible, shall be made of stainless steel, and shall be affixed upon the equipment in juxtaposition to the nameplate or shall be part of the nameplate. The hyphenated standard number of the 3-A Sanitary Standard with which the equipment complies shall appear immediately in conjunction with the 3-A Symbol and be affixed to the equipment or machinery, the 3-A Symbol, or the name-plate in a clear, concise, permanent manner. Where the nature or size of the equipment is such as to make the above impracticable, the 3-A Symbol and hyphenated standard number shall be stamped, etched, or embossed on the equipment; or affixed in any other permanent manner.

Completed applications and other required documents shall be submitted to 3-A Sanitary Standards, Inc., 6888 Elm Street, Suite 2D, McLean, VA 22101-3829. A duplicate copy shall be maintained by the applicant.

Each application for a new 3-A Symbol authorization shall be accompanied by:

1. A copy of the TPV Report issued by a Certified Conformance Evaluator (CCE) and a properly completed Application for 3-A Symbol Authorization.
2. A specimen of the nameplate to be used or a drawing showing the nameplate with exact dimensions and full text (not including data for specific models).

3. A specimen of the 3-A Symbol and the full 3-A Sanitary Standard hyphenated standard number to be employed, or a drawing showing its height; and, if not made of stainless steel, a sample and description of the material to be used, and the manner of its attachment. (See attached)
4. Descriptive literature and photographs or drawings depicting specific features. Detailed drawings of specified parts or areas are to be furnished upon request of 3-A SSI.
5. The appropriate application fee made payable to 3-A SSI.

Each authorization shall remain in effect for one (1) calendar year, or portion thereof, and may be extended by renewal for periods of one (1) year, subject to the requirements of 3-A SSI.

Upon revisions of 3-A Sanitary Standards, authorizations predicated upon the 3-A Sanitary Standards in effect prior to the revision shall not be valid for equipment manufactured after the effective date of the revised 3-A Sanitary Standards. Holders of authorizations for equipment manufactured after the effective date of the revised 3-A Sanitary Standards shall submit the documentation required.

When a holder of an authorization wishes to modify the design, fabrication, or materials of construction of covered equipment or machinery; or, add one or more models of equipment or machinery conforming to the 3-A Sanitary Standards upon which authorization in effect was predicated, the authorization may be amended upon the filing of an application and other required information.

Each holder of an authorization shall be notified before an authorization expires and shall be furnished a form for renewal of the authorization, or shall be notified that the authorization cannot be renewed, as the case may be.

The application forms for renewal of an authorization, to be furnished by 3-A SSI, shall conform, with appropriate modification, to the provisions of the TPV Manual.

Authorizations may be relinquished by the holders. If such relinquishment is announced by all of the manufacturers of equipment or machinery for a non-manufacturer, the authorization of the non-manufacturer automatically expires.

Any authorization for which application for renewal is not made shall become invalid on the day following the date of expiration. If all of the manufacturers for a non-manufacturer fail to renew their authorizations, the authorization of the non-manufacturer automatically expires.

If a 3-A Symbol authorization is lapsed for a period of more than six months from the date of expiration, the licensee will be required to submit a new TPV Report issued by a Certified Conformance Evaluator (CCE) and a properly completed Application for 3-A Symbol Authorization.

The right of the holder of an authorization to use the 3-A Symbol on the equipment and machinery covered by the authorization shall cease upon the cancellation or termination of the said authorization by 3-A SSI with cause.

Information regarding relinquished, canceled, or revoked authorizations is published on the 3-A Sanitary Standards Inc. web site.



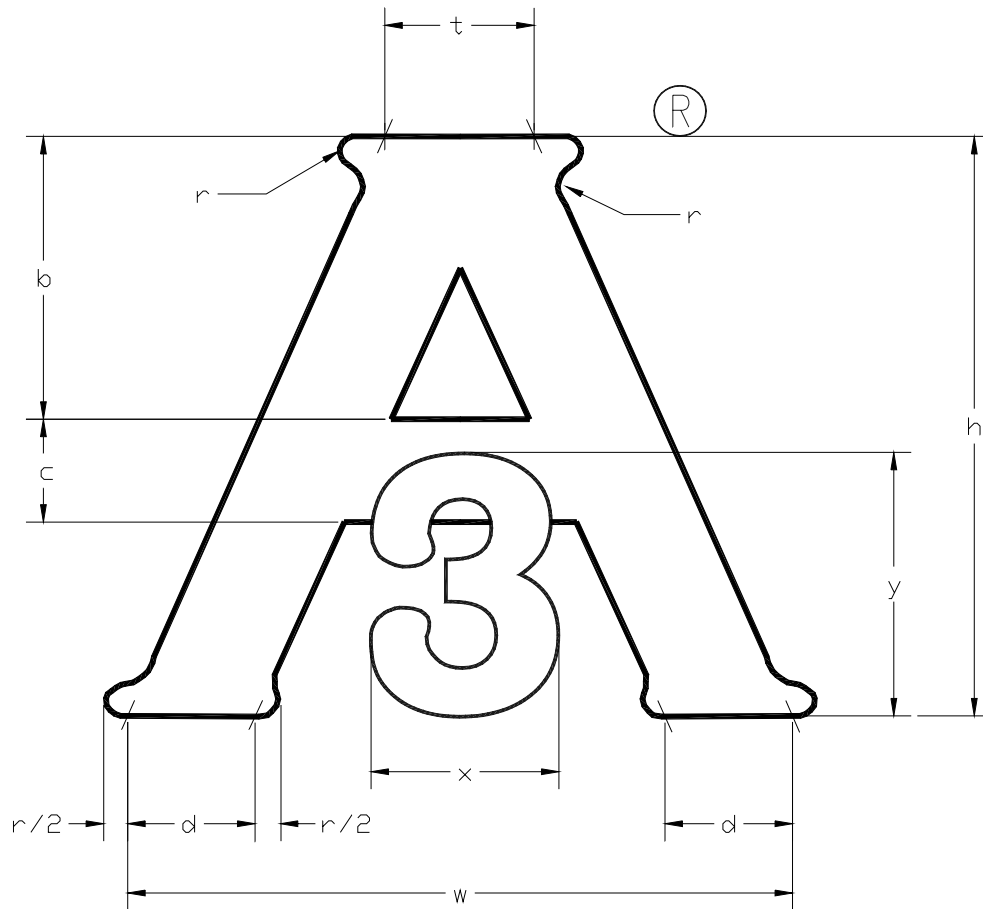
Standard Number ## - ##

**3-A SANITARY STANDARDS, INC.
REQUIREMENTS FOR 3-A SYMBOL REPRODUCTION**

3-A SSI recommends that licensees reproduce the 3-A Symbol using one of the following electronic formats: DWG, DXF, TIFF, Illustrator and EPS. 3-A SSI will provide a copy of the 3-A Symbol in the desired electronic format(s) to licensees upon request.

See the following page for specific design criteria.

These specifications shall apply to all methods of 3-A Symbol display.



Standard Number ## -

Capital Gothic A outline with serifs, on which is superimposed the antique numeral 3.

- Ratio of width, w to h = 1.08:1
- Ratio of width at top, t to h = .26:1
- Ratio of distance from top to top of cross bar, b to h = .49:1
- Ratio of width of cross bar, c to h = .175:1
- Ratio of width of side bars, d to h = .21:1
- Ratio of height of figure 3, y to h = .45:1
- Ratio of width of figure 3, x to h = .333:1 (maximum)
- Radius of serif, r to h = .0625:1

On reproductions with $h=1/2$ or less, the serifs may be omitted.

The registered designation ® shall be proportionally displayed as part of the 3-A Symbol.

The full 3-A Sanitary Standard hyphenated standard number and version shall appear immediately below the 3-A Symbol.



Promotion Tips for Use and Display of the 3-A Symbol

3-A SSI does not “approve,” “certify,” “rate,” or “endorse” the design, construction, or use of the equipment and there shall be no statements or implications, which might so indicate. A licensee may state in advertising literature that items for which they have been issued 3-A Symbol authorization meet the requirements of the 3-A Sanitary Standards. Unauthorized use of the 3-A Symbol, or statements to that effect and statements about 3-A Sanitary Standards conformance is not permitted.

3-A SSI encourages authorized 3-A Symbol holders to use the 3-A Symbol in equipment publicity and promotion, consistent with application and licensing requirements. Here are some important “Do’s” and “Don’ts” concerning the display and use of the 3-A Symbol.

DO

- Reproduce the 3-A Symbol to the dimensional requirements specified in the Application and License Agreement for Authorization to Apply the 3-A Sanitary Standards Symbol to Equipment.
- Reproduce the 3-A Symbol on stainless steel, where possible. If the nature or size of the equipment requires, reduce the size of the 3-A Symbol.
- Show the hyphenated 3-A Sanitary Standard Number immediately below the 3-A Symbol. The format must be complete with the standard number and version: ## - ##.
- Affix the 3-A Symbol to the equipment in juxtaposition to the nameplate or as part of the nameplate. The 3-A Symbol may be stamped, etched, embossed or welded on the equipment. If welded, continuously weld the nameplate or 3-A Symbol to the equipment. Alternatively, self-adhesive, durable stickers may be used.
- Be sure the display of the 3-A Symbol is compatible with all criteria for hygienic design:
 - Exposed surfaces must be relatively smooth, relatively free of pockets and crevices, and be cleanable.
 - Joints must be continuously welded.
 - If welding is not possible, recessed socket head bolts or rivets must not be used.
- Be sure the surface facilitates cleaning and inspection. The surface must be relatively free of areas where liquids or product residues can accumulate and not be cleaned out.
- Use the 3-A Symbol in advertising or promotional information only in conjunction with equipment/machinery for which the 3-A Symbol authorization has been granted. For example, if 3-A Symbol authorization has been granted for Centrifugal and Positive Rotary Pumps (3-A Sanitary Standard No. 02-10), the holder shall not show the 3-A Symbol or otherwise infer 3-A Symbol authorization for other types of equipment for which it does not hold 3-A Symbol authorization.

DON'T

- Misrepresent equipment not authorized to display a 3-A Symbol in an advertisement of equipment, which is authorized to display the 3-A Symbol.
- State the company or organization holds 3-A Symbol authorization; the 3-A Symbol pertains specifically to authorized equipment.
- State or suggest that the equipment is ‘approved,’ ‘certified,’ ‘authorized,’ ‘rated,’ or ‘endorsed,’ by 3-A SSI, or some equivalent claim. 3-A Symbol authorization is granted based on meeting specific license requirements, including a Third Party Verification (TPV) inspection. The TPV program verifies that equipment is designed and manufactured to the appropriate 3-A Sanitary Standards.

- Make reference to the 3-A Symbol or 3-A Symbol authorization unless your organization maintains a current 3-A Symbol authorization for a given type of equipment/machinery.
- Use rivets or socket head screws to attach nameplates or 3-A Symbols to equipment.
- State a link between 3-A Symbol authorization and any other organization. For example, “Meets USDA/3-A criteria” or “Conforms to FDA/USDA/3-A Standards Criteria” are inappropriate.

If you have a specific question concerning the use or display of the 3-A Symbol, contact 3-A SSI.

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