

REGISTRATION FORM (REGISTERED SUPPLIER)

Please complete this form and send to efficiency.energy@energy.gov.bn

Please tick one of the following:

☐

New Application

☐

Renew Application

1) Register as*

(Manufacturer/Importer/Supplier)

2) Company Owner's
Name*

3) Company Registration
Number (ROCBN No.)*

4) Types of Organisation*

☐

Sole Proprietorship

☐

Partnership

☐

Private Limited Company

☐

Public Limited Company

☐

International

☐

Cooperatives

☐

Others

5) Company Address*

6) Postal Address
(If different from
Company Address)*

7) Email Address*

8) Website

9) Contact Person*	<input type="text"/>
10) Designation*	<input type="text"/>
11) Contact No*	<input type="text"/>
12) Fax No	<input type="text"/>
13) Brand of Air Conditioner*	<input type="text"/>

14) Checklist of documents to be attached:
(Please tick ✓)

A copy of the identity cards or passports of the members of the company	<input type="checkbox"/>
A copy of Certificate of Registration for Business Names Act (Section 16 & 17)	<input type="checkbox"/>
Relevant Documents (eg. Copy of Particulars of Directors of Manager (Form X), Copy of memorandum & Articles of Association)	<input type="checkbox"/>
Relevant Certificates (eg.Certificate of Incorporation etc)	<input type="checkbox"/>
Company Brochures	<input type="checkbox"/>
Others supporting documents	<input type="checkbox"/>

15) We hereby declare that the information provided is true and correct

Company's Owner Name:*	<input type="text"/>
Company's Owner NRIC /passport:*	<input type="text"/>
Company's Owner Signature and Official Company Chop:*	<input type="text"/>
Date:*	<input type="text"/>

Fields indicated with a () must be filled*

Terms and Conditions for Registration as Registered Supplier

1. This application is open to all registered local vendors.
2. All vendors who wish to import, procure, or supply air-conditioners must be registered as a Registered Supplier under the Energy Efficiency (Standards and Labelling) Act, Chapter 233.
3. All applicants who wish to register must ensure their application form is complete and all relevant documents are attached upon submission. Only completed application forms with the necessary attachments submitted via email or sent physically to the Department of Energy through the Energy Transition Division will be processed. The total file size of the completed application form and attachments must not exceed 5MB if submitted via email .
4. All applicants must observe the provisions under the Energy Efficiency (Standards and Labelling) Act, Chapter 233. All applications are subject to review and assessment by the Authority.
5. All applicants hereby undertake and warrant that all information provided for registration is accurate and valid.
6. Once the application and the required documents are received by the Authority, they will be subject to a one (1) week approval process. A Certificate of Registration will be issued by the Authority once approved. This certificate is required for permit applications via the Brunei Darussalam Single Window (BDNSW) for the importation of registrable goods.
7. The Authority reserves the right and discretion to reject any incomplete applications.
8. The Authority also reserves the right and discretion to amend, alter or vary these terms and conditions from time to time as it deems fit and necessary.
9. The terms and conditions shall be governed by the Laws of Brunei Darussalam.