

## EFQM Recognised for Excellence Application Form

### Organisation details

Organisation name

EFQM Member

Yes

No

Sector

Number of employees

Number of locations

Address

### Contact person details

Name

Job position

Email

Phone number

### Payment details

Invoice address

Purchase Order number

VAT number

<< Please contact EFQM to know your specific application fee >>

### Assessment information:

Preferred date for the site-visit

Bundle EQUIP Advanced +  
Recognised for Excellence  
assessment\*

Yes

No

Concise organisation description

\*EQUIP Advanced is a flexible and accessible online self-assessment tool that is aligned with the R4E layout to enable automatic population of the Enabler Map within the R4E submission. For more information, please send an email to [equip@efqm.org](mailto:equip@efqm.org)

### Confirmation & Cancellation policy:

- If you have to cancel your application, please advise us in writing at least 30 working days before the start of the site-visit. Thereafter a cancellation charge of 50% is applicable. In case the assessors or EFQM have already incurred in any cost, you will need to cover these costs (to assessors directly and to EFQM).
- You may postpone your application one time only, but we require 30 working days' notice. If you cannot meet this notice period (you cancel 29 working days or less before the start of the site-visit), we will apply the cancellation policy (50% of the total fee).
- If you cancel too late but wish to postpone the application, we will charge you only 40% of the total fee.

Name

Job Title

Place

Date

Signature