

UL Certification Letter

09/17/2024 12:57 pm EDT

The processes below detail how to handle the certification letter process.

Sending the UL Datasheet

Upon initial request for a UL Certification letter, the customer must first complete the UL Datasheet, or more specifically section 12 (receivers) of the UL Datasheet. This should already be provided by UL and is not something we provide to the customer. It is attached as the document ([UL Certification Letter](#) ) for your reference to gain familiarity

NOTE: The datasheet attached is not something we need to be returned in full, we only review the receivers listed.

Signing the UL Certification Letter



IMPORTANT! This is to **ONLY** be completed by someone authorized to certify UL sites, preferably a manager.

Download the UL Certified Letter and fill out the following information.

- [Date in format: January 01, 2099]
- [Central Station Name]
- [Street Address]
- [City]
- [State]
- [Zip Code]
- [Manager Name]
- [Manager Position Title]

Once the information is filled out in accordance please complete the following

1. Print out the document.
2. Sign the document by hand above the typed name.
3. Scan the document and save in PDF form.

4. Return the document to the customer via email.
