

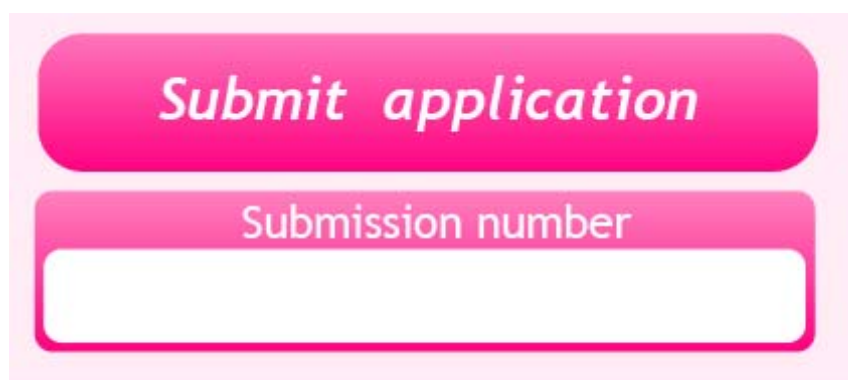
FEED ADDITIVES

How to submit an application using a PDF form to the European Commission:

1. Ensure that you have Acrobat Reader version 8.1.2 or higher and the form downloaded to your machine. You can check the version of Acrobat Reader in the "Help" menu, under "About Adobe Reader". If you don't have a high enough version, please download it from the [Adobe website](#)
2. Please download the form before completing your data.k The elements in the form are defined in the data dictionary version 0.8 dated 13.01.2009.
3. There is a "Verify form" button on the top of every page of the form. Click on this button at any stage to ensure that the form is valid and that all mandatory fields have been completed. These fields are marked with an asterisk (*).

Verify form

- If the form is valid a message will appear: "The form seems to be valid !" In this case proceed directly to step 4.
 - If the form is not valid a message will appear: "Validation error ... There is 1 incorrect field(s) in this form." In this case the invalid fields will be highlighted and should be correctly completed. Then check the data entered in the form and that all mandatory fields have been completed.
4. Check that an internet connection is active and click on 'Submit application'. If data submission is successful, you will receive a submission number of which you should keep a record. Save a local copy of the form.



The image shows a pink button with the text "Submit application" and a pink input field with the text "Submission number".

FEED ADDITIVES: FREQUENTLY ASKED QUESTIONS

1. *Can I use the form without an internet connection?*

You can complete the form without an internet connection but you cannot submit it without an internet connection.

2. *Do I need special software to use the form?*

The form is a PDF form and can be opened using Adobe Acrobat Reader Version 8.1.2 or higher.

3. *How do I know if the data on my form is valid?*

When you click on the "Verify form" button, the data will be tested for validity and invalid fields will be highlighted (e.g 'incorrect' could mean that a mandatory field is empty).

4. *How does the form work when I click "Submit application?"*

This form directly transfers your data in XML format to our database (via our server) so that you can avoid sending the form by other means. The internet connection uses SSL protocol to secure the transaction.

5. *What is the meaning of the submission number?*

The submission number is a reference, which enables us to more easily identify your form in our database. It is very important to keep a record of this number by saving a local copy of the form after submission.

6. *Do I need to send the form by email?*

No. You do not need to send the form by email if you have received a submission number for any data submitted.

7. *What do I do if I notice errors in my data after it has been submitted?*

You can resubmit the data. However, please ensure that you save a local copy of the second form after you have clicked submit. Send an email to the functional email account mentioned on the form, SANTE-APPLICATIONS-1831@ec.europa.eu, clearly stating that the older submission number should be deleted since it has been replaced by the newer one.

8. *What will happen if for some reason I did not get a submission number?*

If you do not get a submission number, this means that the European Commission has not received your data. In this case please save a local copy and click the "Submit application" button (remember that you need to be connected to the Internet when you click this button).

9. *What happens if I have a question that is not answered in this list of frequently asked questions?*

Send an email to the functional email account mentioned on the form, SANTE-APPLICATIONS-1831@ec.europa.eu. If the query relates to a form for which you already have a submission number, please clearly state the submission number in your email.