



# Takeover of the declaration by a non-Belgian company

This information sheet is a supplement to the 'Why join Fost Plus?' brochure and contains more information about a non-Belgian company joining Fost Plus at the request of a Belgian customer.

## 1. Principle

### Are you a Belgian company?

As a Belgian company, you can combine your own membership with your European supplier's membership for the packaged products that you buy from him and retail in Belgium.

#### Important:

- you will remain legally liable for this packaging. You must therefore ensure that the company that joins on your behalf fulfils your obligations.
- it is only possible to take over the declaration for packaged products. A mandate is not possible for service packaging.

### Are you a non-Belgian company?

As a non-Belgian company, you are not bound by the take-back and information obligation, but you can join Fost Plus voluntarily if a Belgian customer gives you permission.

You can join Fost Plus if you meet the following conditions:

- you invoice your Belgian customer directly for packed products;
- you state a non-Belgian VAT number on these invoices;
- you are established in Europe;
- you have written permission (= a mandate) from your Belgian customer.

**Comment:** do you invoice your Belgian customers for your packaged products with a Belgian company number?

If so, then you are yourself responsible for packaging and this information sheet does not apply to you.

## 2. Which packaging?

A non-Belgian company can only take over the declaration for packaged products that are supplied unbranded or with the brand of the non-Belgian company. The Belgian company is obliged to ensure compliance for private-label products belonging to the Belgian company.

It is therefore possible for a Belgian company to have a part of its packaging declared by its suppliers and for the Belgian company itself to join Fost Plus for the remaining part.

### 3. Mandate

If a non-Belgian company takes over the declaration, the Belgian company must issue a written permit (a mandate) to the non-Belgian company.

Once the foreign supplier has received the fully completed mandate, it can join Fost Plus. It is important that you clearly agree on the year from which the mandate is valid from, i.e. from which year the supplier is taking on the declaration.

You can download a blank mandate form from the [www.fostplus.be](http://www.fostplus.be) website (Companies Area).

### 4. The declaration

#### Declaration systems

You can choose among the declaration systems below:

- the fixed-price declaration;
- the detailed declaration;
- one of the sector declarations (wine and distilled drinks or press and publishing).

You can find more information and conditions on separate information sheets.

#### Online declaration

All types of declarations can be completed via the application FostPack.

Are you opting for the detailed declaration? Then you can also complete the declaration via the application ePack.

Choose FostPack if you are only filling in a declaration for Fost Plus.

Use ePack if you are doing a common detailed declaration for Fost Plus as well as for VAL-I-PAC.

Visit our website [www.efost.be](http://www.efost.be) for more information on both applications.

### 5. The annual list with your declaration

#### Belgian company

As a Belgian company, in addition to your declaration, you will need to draw up an annual **list of suppliers** specifying the suppliers that you have mandated and the total number of **consumer units** that each of the suppliers has supplied to you.

The information provided on the customer or supplier list enables us to compare your declaration with the declarations made by your supplier(s) and therefore to acquire a complete picture of the number of packaging that you have put on the market. We will inform you of the result of these double checks so that you can take action if a supplier breaches the terms of the agreement.

#### Non-Belgian company

You will need to compile a list of the Belgian customers on whose behalf you are making a declaration along with the declaration. A valid **list of customers** must be fully completed.

You will find most of the information on the mandate form that you have received from your customer. In addition to the data for your customer(s), you should indicate the total number of **consumer units** for each customer and for all of the products together.



#### Need more information?

Visit [www.fostplus.be](http://www.fostplus.be) (Companies Area) for more information.

Here you will find details of all declaration systems along with the 'Why join Fost Plus?' brochure.