



ECB Accreditation Application Form

For all organisations applying for ECB accreditation for
2024-25

1. Through its accreditation scheme, the ECB has established oversight of enforcement work and created accountability for those undertaking it.
2. Enforcement firms who wish to become accredited by the ECB must commit to the accreditation criteria, which can be found here:
<https://enforcementconductboard.org/accreditation/#topaccreditation>
3. The initial deadline for completed applications is **Thursday 21st November 2024**. Any firms that are currently accredited will need to apply by this date in order to ensure that their accreditation does not lapse.
4. We will still welcome applications after 21 November, however, they may not be processed before the updated register of accredited firms is published on 6 December 2024. Thereafter the register will be updated monthly to reflect any new applications.
5. Upon completion, please return this form to Accreditation@enforcementconductboard.org . We will consider and respond to your application request within 14 working days.
6. If your application is successful, further information will be sent to you regarding next steps and the use of the “ECB accredited” logo.

Part one: Organisation details

Please note: Any incomplete information will result in a delay in processing your application. Please ensure that you have read and agree with the accreditation framework guidelines before submitting your application.

1.1 Organisation details

Organisation Name:

Registered/Main address:

Website:

Tel:

Email:

Certain contact details (website and registered address) will be published on the accredited register of firms on the ECB website, should your application be successful.

Please place an X in the appropriate box if your organisation is a member of one of the following bodies (This is for information only, and will not impact your application):

The Civil Enforcement Association (CIVEA)

The High Court Enforcement Officers Association (HCEOA)

None of the above

Prefer not to say

1.2 ECB ongoing contact information: The ECB requires a named representative(s) for each organisation who we will contact from time to time in relation to any matters that require attention. This would be where we would initially direct any future requests for information or raise any matters that arise through our monitoring of compliance with the ECB's standards.

Please state if you would also like this representative to also receive levy or financial requests such as those for turnover information. If not, please provide an alternative contact for such financial requests.

Name:	<input type="text"/>
Position:	<input type="text"/>
Tel:	<input type="text"/>
Email:	<input type="text"/>
Would you like this representative to receive all requests?:	<input type="text"/>

1.3 What type of enforcement does your company/organisation do (civil, high court and/or other)?

1.4 Invoicing address:
(For payment of the ECB levy)

Part two: Declaration

This section must be completed and signed by the Chief Executive, Senior Director or equivalent level person who is authorised to make such a declaration on behalf of the organisation.

Please confirm if your firm has already paid the ECB levy for 2024/25: (Y/N)

If you have not yet paid the levy, please provide your firms turnover for fees collected under Taking Control of Goods for the full year of 2023 below:

I declare on behalf of the company/organisation, that the company/organisation will comply with the ECB's Accreditation Criteria and Framework 2024/25 (as attached to this form), including the accreditation criteria set out in paragraph 3.

Signed:

Print name:

Position:

Date:

I declare that I am content for the ECB to use the data provided in this form for purposes relating to its oversight and objectives, including sharing this data with persons directly engaged in carrying out work for the ECB.

Signed: