

## External Supplier Master Data Form

Please return the form to us signed and stamped to enable the final validation of the data. Once we have received and reviewed your information, we will be able to register you as a supplier.

- NEW** supplier  
 **CHANGE** in supplier master data for existing supplier

*Privacy statement: all information is provided in a voluntary basis and will be treated confidentially. The questionnaire will be stored in our data processing system.*

General		
Supplier name		
Legal form		
Street; House number		
Postal code; City		
Country		
Communication		
Mobile number		
E-Mail general		
E-Mail Finance		
E-Mail for purchase orders		
Identification Numbers		
DUNS Number (Dun & Bradstreet) (if available)		
Tax identification number	EU (VAT number) [german: UID number]	Non-EU (TAX number)
Company Register number (e.g. Firmenbuchnummer, Handelsregisternummer, business registration number)		
NACE Code: (Industry Code)	See full list here: <a href="#">NACE Codes</a> Needed format: X00.00  If NACE-Code is not known, please add a short description of your main business activity:	

Bank information relevant for payment (either information for bank transfer or information for check payment)			
Information for bank transfer			
SEPA-country		Non-SEPA-country	
Currency		Currency	
country		country	
Bank name		Bank name	
Account holder name		Bankadress	
IBAN		IBAN (if available)	
SWIFT/BIC		Bank Key	
		Account number	
		SWIFT-Code	
Information for check payment			
Bank address			
Additional information (terms of payment etc.)			
Unless otherwise agreed in writing, all payments are subject to the <a href="#">Doka General Terms and Conditions</a> .			
Sustainability & Certifications			
Does your company have any certification like ISO, OSHA, EcoVadis, TFS or others?	<input type="checkbox"/> Yes  Please provide details:	<input type="checkbox"/> No	

Please ensure all information and documents you facilitate are correct and legal. Any incorrect information is under your responsibility and will affect purchase orders, contracts and payments.

We hereby declare that we have read and understood the Supplier Code of Conduct of the Umdasch Group, in its latest applicable version, and confirm our compliance with it and the obligations contained therein, as published here: [\[englisch version\]](#) [\[german version\]](#).

I confirm that the master data mentioned above are complete and correct.

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Name of authorized signatory

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Position

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Signature

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Place, date

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Company stamp

